The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Foreman (Refrigeration) Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

Name of Post.

Foreman (Refrigeration)

—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time. 2. Number of Post(s).-

3. Classification.—Class-III (Non- Gazetted)

4. Scale of Pay.- (i) Pay scale for regular incumbents:

10300-34800+ 4400/-Grade Pay

Emoluments for contract employees:— 14700/- Enhancements notified by the state Govt, from time to time

as detailed in Column15-A.

5. Whether "Selection" post or "Non-Selection" post,-Not applicable.

6. Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age finithy virtue of his/her such adhoe or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh Government,

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Budies at the time of initial of such constitutions of such Corporations/Autonomous Budies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations' Autonomous Bodies and who are/were finally absorbed in the service of such Corporations' Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

- 1. Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.
- 2. Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruit(s).-

i. Essential Qualification(s): The Candidate should possess I.T.I. Certificate in Refrigeration trade with atleast 10 years experience of working in a Factory.

The candidate should have passed Matriculation and 10-2 from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s) Howledge-of customs, manners and dialects of Himachal

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Producers Federation Ltd. TOTU, SHIMLA-171-71

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recruitment agency i.e. H.P. Staff Selection Commission, Hamirour

- (u) The selection will be made in accordance with the eligibility conditions prescribed in these R&P
- (II) Contractual Emoluments.— The Foreman (Refrigeration) appointed on contract basis will be paid consolidated fixed contractual amount @ 14700/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.441/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur.
- (V) Committee for selection of Contractual Appointments,-As may be constituted by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur.

  (\*\*D-Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure
  (\*\*B-Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure
  (\*\*B-Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure-

(VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 14700- per month (which shall be equal to minimum of the pay band 1 grade pay) plus any enhancement notified by the state Government for contract employees. The contract appointee will be entitled for increase in contractual amount @ 441-7.3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc. will be given.

- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory.
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointce. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- (c) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner, Women candidate pregnant beyond 26 weeks will

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Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).-Age: Not applicable

Educational Qualification: Not applicable.

9.Period of probation, if any.—Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by Promotion on Seniority-cum-Merit basis from amongst the Technician (Refrigeration) having at least 05 years experience on the post. By direct recruitment in case eligible candidates are not available in feeder category. By direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.

11. In case of recruitment by promotion, deputation, transfer, grade from which

promotion/deputation/transfer is to be made.—Not applicable.

12:If a Departmental Promotion committee exists, what is its composition?—The Managing Director shall have the powers to form the Selection Committee of atleast three officers of the Federation.

13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment,required under the Law

14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India

15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as the case may be.

15-A. Selection for appointment to the post by contract appointment.-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below;-

(I) Concept.—(a) Under this policy the Foreman (Refrigeration), in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year, which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

(b)Post falls within the purview of H.P. Staff Selection Commission. - The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vagant poss on contract basis will place the requisition with the concerned

Managing Direct
The H.P. Stare Charleston Ltd.

Producers Federation Ltd.

Assistant Controller (F&A)
H.P. Milkes, Toto, Shimla-11

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stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.

- (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay
- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointces. They will be entitled for emoluments etc. as detailed in this column
- 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
- 17.Departmental Examination.—Not applicable.

18.Power to relax.—Where the State Government is of the opinion that it is necessary or 18. Power to relax.—Where the State Government is of the opinion that it is incossally of expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Staff Selection Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

> Alanaging Directo The H.P. State Co-op. Mills Producers Federation Ltd. TOTU, SHIMLA-171011

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Form of contract/agreement to be executed between the Foreman (Refrigeration) and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd.

This agreement is made on this --day of ---- in the yearbetween Shri/Smt ----R/O-contract appointee (hereinafter called the First Party) AND the Managing Director, H.P. State Cooperative Milk Producers' Federation Limited (here-in-after the SECOND PARTY)

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Foreman (Refrigeration) on contract basis on the following terms & condition

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Foreman information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- The contractual amount of the FIRST PARTY will be Rs. 14700/- per month+any enhancement notified by the State Government for contract employees from time to time.
- The service of FIRST PARTY will be purely on temporary basis. The appointment is liable
  to be terminated in case the performance/conduct of the contract appointee is not found good or if
  a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.
- 4. Contractual Foreman (Refrigeration) will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Foreman (Refrigeration). He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall tomatically lead to the termination of the contract. A contractual Foreman (Refrigeration) will not be entitled for contractual amount for the period of absence from duty.
- An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds
- Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Govt. authorized/registered Medical Practitioner.

Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale.

> Manuging Director Mills TOTU, SHIMLA-171011

(houng Assistant Controller (F&A) H.P. Miliclau, Totu, Shimle-11

#### -356-The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Foreman (Transport) Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

Name of Post.

Name of Post. Foreman (Transport)

Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service

Committee of the Federation from time to time.

- 3. Classification.—Class-III (Non-Gazetted)
- 4. Scale of Pay.— (i) Pay scale for regular incumbents: 10300-34800+ 4400/-Grade Pay
  - Emoluments for contract employees:—
    14700/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.
- Whether "Selection" post or "Non-Selection" post.—Not applicable.
- 6. Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

- Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case
- 2. Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.
- 7. Minimum educational and other qualifications required for direct recruit(s).
  - (a) i. Essential Qualification(s): The Candidate should possess I.T.I. Certificate in Motor Mechanical trade with atleast 10 years experience of repair of light, medium and heavy vehicles.

The candidate should have passed Matriculation and 10+2from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s): Kno riedge of customs, manners and dialects of Himachal

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The Employees Group Insurance Scheme as well as EPF/GPF will be applicable contractual appointec(s).

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRS

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1.		
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8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply is the case of the promote (s).-Age: Not applicable.

Educational Qualification: Not applicable,

9.Period of probation, if any.—Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by Promotion on Seniority-cum-Merit basis from amongst the Technicians (Transport) having at least 05 years experience on the post. By direct recruitment in case eligible candidates are not available in feeder category. By direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will werned by the service conditions as specified in the said column

In case of recruitment by promotion, deputation, transfer, grade from which tion/deputation/transfer is to be made.—Not applicable.

- 12. If a Departmental Promotion committee exists, what is its composition?—The Managing Director shall have the powers to form the Selection Committee of atleast three officers of the
- 13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As required under the Law
- 14. Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.
- 15. Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as

15-A. Selection for appointment to the post by contract appointment.—
Notwithstanding anything contained in these rules, contract appointments to the post will be made

subject to the terms and conditions given below:-(I) Concept.—(a) Under this policy the Foreman (Transport), in the H.P. State Co-Operative Milk

Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended. (b)Post falls within the purview of H.P. Staff Selection Commission. — The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned

Managing Directors
The H.P. State Committee
Producers Federation Ltd.
TOTU, SHIMLA—171011 1000

Assistant Controller H.P. Milkfed, Tatu, Sh

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recruitment agency i.e. H.P. Staff Selection Commission, Hamirpur.

- (e) The selection will be made in accordance with the eligibility conditions prescribed in these R&P
- (II) Contractual Emoluments.— The Foreman (Transport) appointed on contract basis will be paid consolidated fixed contractual amount @ 14700/- per month (which shall be equal to minimum of the pay band - grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.441/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Comm sion, Hamirpur.
- (V) Committee for selection of Contractual Appointments.—As may be constituted by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamitpur.
  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure—B" appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount (a) = 1450(b) per month (which shall be equal to minimum of the pay band + grade pay) plus any senhancement notified by the state Government for contract employees. The contract appointee will be entitled for increase in contractual amount (a) 441/- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is hable to be terminated in case the performance/conduct of the contract appointee is not found Satisfactory
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
- (e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement ix over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner,

Assistant Controller (F&A) H.P. Minded, Total Shimle-11 The L.P. State Coop Min FOTU. SHIMLA-171011

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ANNEXURE-B

Form of contract/agreement to be executed between the Foreman (Transport) and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

This agreement is made on this --- in the year------R/O---between Shri/Smt. ----contract appointee (hereinafter called the First Party) AND the Managing Director, H.P. State Cooperative Milk Producers' Federation Limited (here-in-after the SECOND PARTY)

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Foreman (Transport) on contract basis on the following terms & conditions

- 1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Foreman That the FIRST PART Y shall remain in the service of the Second First T a day of the specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall Ipso factostand terminated on the last working day i.e. on and and information notice shall not be necessary.
  - Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.
- 2.The contractual amount of the FIRST PARTY will be Rs. 14700/- per month/any enhancement notified by the State Government for contract employees from time to time.

  The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.
- 4. Contractual Foreman (Transport) will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Foreman (Transport). He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Foreman (Transport) will not he entitled for contractual amount for the period of absence from duty.
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt, authorized/registered Medical Practitioner.
- Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as amplicable to regular counter part official at the minimum of pay scale.

Produces Federation Ltd. TOTU, Stillstea - 171011

-359-(f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay

(g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.

16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.

17. Departmental Examination.—Not applicable.

18. Power to relax.-Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Staff Selection Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

> The It.P. State TOTU, SHIMLA-1710II

-361-9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractua

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRIT

	PRESENCE OF WITNESS:			
1.				
	(Name and full address)			
2.				(Signature of first party).
IN T	HE PRESENCE OF WITNESS:			(Signature of first party).
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	(Name and full address)			
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TOTU, SHIMLA—171011

### The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Incharge, Chilling Centre, Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

Name of Post.— Incharge, Chilling Centre

Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time.

3. Classification.—Class-III (Non-Gazetted)

4. Scale of Pay.— (i) Pay scale

Pay scale for regular incumbents: 10300-34800+ 4200/-Grade Pay

Emoluments for contract employees:

 14500/-4 Enhancements notified by the state Govt, from time to time as detailed in Column 15-A.

Whether "Selection" post or "Non-Selection" post,—Not applicable.

6. Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date ho /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other éategories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh Government.

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations' Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations' Autonomous Bodies and who are/were finally absorbed in the service of such Corporations' Autonomous Bodies and who Public Sector Corporations/Autonomous Bodies.

- Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.
- Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruit(s).

(a) i. Essential Qualification(s): The candidate should possess Degree in Dairy Technology/Dairy Husbandry from recognized University.

OR

Diploma in Dairy Technology/Dairy Husbandry. Provided further that Degree holders joining as Incharge Chilling Centre shall be given Two advance increments.

The candidate should have passed Matriculation and 10+2 from any School/Institution situated

The H.P. State Co. Mills Producers Federation Ltd. TOTU, SHIMLA—171011

Assistant Controller (F&A) H.P. Milkfed, Total Shimle-1

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year and only then his period of contract is to be renewed/extended.

(b)Post falls within the purview of H.P. Staff Selection Commission.— The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Selection Commission, Hamirpur.

(c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P Rules.

(II) Contractual Emoluments.— The Incharge, Chilling Centre appointed on contract basis will be paid consolidated fixed contractual amount @ 14500/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.435/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.

(III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.

(IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur.

(V) Committee for selection of Contractual Appointments.—As may be constituted by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur from time to time.

(VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Amexure-Proposed to these Rules.

(VII) Terms and Conditions.—(a) The contract appointes will be paid fixed contractual amount @ 14500/- per month (which shall be equal to minimum of the pay band + grade pay) plus any be entitled for increase in contractal amount @ 435 - (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc.

- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory.
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.

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within Himachal Pradesh:

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Provided this condition shall not apply to Bonafide Himochalis.

(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

 Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).—Age: Not applicable.

Educational Qualification: Not applicable

9.Period of probation, if any.—Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

- 10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by Promotion on Seniority-cum-merit basis from amongst the Milk Procurement Assistants with 5 years regular service on the post. By direct recruitment in case eligible candidates are not available in feeder category. By direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employec(s) will get emoluments as given in Column15-A and will be-governed by the service conditions as specified in the said column.
- 11. In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.
- 12. If a Departmental Promotion committee exists, what is its composition?—The Managing Director shall have the powers to form the Selection Committee of atleast three officers of the Federation.
- Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As required under the Law.
- 14. Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.
- 15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the cuse of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as the case may be.
- 15-A. Selection for appointment to the post by contract appointment,-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below.—

(1) Concept.—(a) Under this policy the Incharge, Chilling Centre in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the

The E.P. Statement Mills Produces Federator Ltd. TOTU, SHIMLA-171011 Assistant Controller (F&A) H.P. Mikied, Totu, Shimla-11

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- (e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.
- (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay scale.
- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
- 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
- 17. Departmental Examination.—Not applicable.
- 18. Power to relax.—Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradeah Staff Selection Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

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66-	ANNEXURE-B
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-3 Form of contract/agreement to be executed between the Incharge, Chilling Centre and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd.

This agreement is made on thisday of in the yearbetween Shri/SmtR/O	
contract appointee (hereinafter called the First Party) AND the Managing Director, H.P. State Cooperati Milk Producers' Federation Limited (here-in-after the SECOND PARTY).	iv

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Incharge, Chilling Centre on contract basis on the following terms & conditions :-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Incharge, Chilling Centre for a period of one year commencing on ---information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

The contractual amount of the FIRST PARTY will be Rs. 14500/- per month+any enhancement

- notified by the State Government for contract employees from time to time.

  The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.
- Contractual Incharge, Chilling Centre will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Incharge, Chilling Centre. He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Inclurge, Chilling Centre will not be entitled for contractual amount for the period of absence from duty.
- An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt. authorized/registered Medical Practitioner
- 8. Contract appointee shall be entitled for TADA if required to go on tour in connection with his/her official duty at the same rate at applicable to regular counter part official at the minimum

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### The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Junior Scale Stenographer, Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- 1. Name of Post -Junior Scale Stenographer
- 2. Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time.
- 3. Classification,—Class-III (Non-Gazetted)
- 4. Scale of Pay.— (i)
  - Pay scale for regular incumbents:
  - 10300-34800+3200/-Grade Pay
- Emoluments for contract employees:—
  13500/-+ Enhancements notified by the state Govt, from time to time as detailed in Column15-A.
- 5. Whether "Selection" post or "Non-Selection" post,—Not applicable.
- 6. Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become over-age on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed ages concession in direct recruitment as admissible to Government servants. This concession will not be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who sweet, he admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

- 1. Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as
- 1. Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

Minimum educational and other qualifications required for direct recruit(s).

TOTU, SHIMLA-171011

Essential Qualification(s): The candidate should possess Matric 2<sup>nd</sup> Division with Typing/Shorthand speed of 40/80 w.p.m. with 07 years experience of working as Steno Typist.

of pay scale.

9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractu appointce(s).

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

IN	THE PRESENCE OF WITNESS:	
I.		
	(Name and full address)	
2.	***************************************	(Signature of first party).
IN T	THE PRESENCE OF WITNESS:	(Signature of first party).
1.		
-3	***************************************	
	(Name and full address)	
2,		(Signature of Second party)
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10+2 with LT.I. Certificate in Shorthand possessing speed of 40/80 w.p.m. in Typing/Shorthand with 05 years experience of working as steno Typist.

Graduate with typing/shorthand speed of 40/80 w.p.m.

TOTU, SHIMLA-171011

The candidate should have passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s),-Age: Not applicable.

Educational Qualification: Not applicable.

9.Period of probation, if any. -Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, deputation, deputation, deputation are also as a second of the percentage of post (s) to be filled in by various methods.—100% by direct pertuinment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in ColumnIS-A and will be governed by the service conditions as specified in the said column. By Promotion on Seniority-cum-Merit basis from amongst Clerks/Typists having 65 years regular service as the past provided that they capilly amongst Clerks/Typists having 05 years regular service on the post, provided that they qualify the typing/shorthand test prescribed for Junior Scale Stenographer.

11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.

- 12.If a Departmental Promotion committee exists, what is its composition?—Not applicable.
- 13.Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As required under the Law.
- 14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.
- 15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as

ant to the most by contract appointment. 15-A. Selection for appointn

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370-Notwithstanding anything contained in thes∉ rules, contract appointments to the post will be made subject to the terms and conditions given below

(I) Concept.—(a) Under this policy the Junior Scale Stenographer, in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

(b)Post falls within the purview of H.P. Staff Selection Commission.— The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Selection Commission, Hamirpur.

- (c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P Ruies.
- (II) Contractual Emoluments.— The Junior Scale Stenographer appointed on contract basis will be paid consolidated fixed contractual amount @ 13500/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.405/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. II.P. Staff Selection Commission, Hamirpur.
- (V) Committee for selection of Contractual Appointments.—As may be constituted by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur from time to time.
  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure-By appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 13500/- per month (which shall be equal to minimum of the pay hand + grade pay) plus any enhancement notified by the state Government for contract employees. The contract populate will be entitled for increase in contractual amount @ 405/-(3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc. will be given.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found
- (b) Contract appointee will be entitled for one day cusual leave after putting one month service. This leave csn be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity the ILP State
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Assistant Controller (P&A) H.P. Milkfed, Totu, Shimla-1

ANNEXURE-B -372

Form of contract/agreement to be executed between the Junior Scale Stenographer and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

This agreement is made on this -----day of ----- in the yearbetween Shri/Smt. ----------R/O---contract appointee (hereinafter called the First Party) AND the Managing Director, H.P. State Cooperative Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Junior Scale Stenographer on contract basis on the following terms & conditions :-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Junior Scale Stemographer for a period of one year commencing on \_\_\_\_\_\_ day of \_\_\_\_\_ It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall Ipso factostand terminated on the last working day i.e. on \_\_\_\_ and information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- The contractual amount of the FIRST PARTY will be Rs. 13500/- per month+any enhancement
- notified by the State Government for contract employees from time to time.

  The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged
- on contract.
  4. Contractual Junior Scale Stenographer will be entitled for one day casual leave after putting in one fnonth service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Junior Scale Stenographer, He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Junior Scale Stenographer will not be entitled for contractual amount for the period of absence from duty.
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner, Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt, authorized/ registered Medical Practitioner.
- Contract appointee shall be entitled for TA/DA if required to go on tour in connection with of pay scale.

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  The sum rate as applicable to regular counter part official at the minimum of pay scale.

  The sum rate as applicable to regular counter part official at the minimum of pay scale.

  Assistant Controller (F&A)

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Assistant Controller (F&A) H.P. Milkfed, Tatu, Shimla-1

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-371-(e) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.

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(d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative

- (e) Selected candidate will have to submit a certificate of his/her funess from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.
- (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay
- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.

16.Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Buckward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.

17.Departmental Examination.—Not applicable.

18. Power to relax, -- Where the State Government is of the opinion that it is necessary or expedient To do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s),

> The H.P. State Co-ep. Mills Producers Federation Ltd. TOTU, SHIMLA-171011

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373-The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual appointec(s).

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

IN I	THE PRESENCE OF WITNESS;	
1.		
	(Name and full address)	
2.		(Signature of first party)
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INT	HE PRESENCE OF WITNESS:	(Signature of first party)
1.		
	8 8 F 8 8 8 8 8 8 8 8 9 8 9 9 9 9 9 9 9	
	(Name and full address)	
2.	especial for the proposition of the same o	(Signature of Second party)
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	Managing Director,	Assistant Controller (F&A) H.P. Millor - Stru Shimle-11
	The H.P. State Co-op. Mills Producers Federation Ltd.	

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## The Himschal Pradesh State Co-Operative Milk Producers' Federation Ltd.

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cruitment and Promotion Rules for the Post of Senior Technician (Refrigeration), Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- Senior Technician (Refrigeration)

  As sanctioned and may be sanctioned by the BOD and Service Name of Post.—
   Number of Post(s) Committee of the Federation from time to time.
- 3. Classification.—Class-III (Non-Gazetted)
- Scale of Pay.— (i) Pay scale for regular incumbents:
  - 5910-20200+ 2800/-Grade Pay Emoluments for contract employees:
  - 8710/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.
- 5. Whether "Selection" post or "Non-Selection" post.—Not applicable.
- Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become over age on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who resolves finally absorbed in the service of such Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

- Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case
- 2. Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

Minimum educational and other qualifications required for direct recruit(s).

i. Essential Qualification(s): The candidate should possess I.T.1. Certificate in the trade of Refrigeration with 05 years experience of working in a Factory in the respective field.

The candidate should have Passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal

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- (c) The selection will be made in accordance with the eligibility conditions prescribed in these R&F
- (II) Contractual Emoluments.— The Senior Technician (Refrigeration) appointed on contract basis (11) Contractual Emoluments.— The Senior Technician (Refrigeration) appointed on contract basis will be paid consolidated fixed contractual amount @ 8710/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.261/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk ers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur.
- (V) Committee for selection of Contractual Appointments. -As may be constituted by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Harnipur from time to time.

  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure—B" appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 8710/- per month (which shall be equal to minimum of the pay band + grade pay) plus any be entitled for increase in contracted appointee will be entitled for increase in contracted amount @ 261/- (3% of the minimum of pay band grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in ease the performance/conduct of the contract appointee is not found satisfactory .
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- (e) Selected candidate will have to submit a certificate of his/her fitness from Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the continuenent is over. The women candidate will be re-examined

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8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).-Age: Not applicable.

Educational Qualification: Not applicable.

- 9.Period of probation, if any,-Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing,
- 10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.— 100% by Promotion on Seniority- cum-merit basis from amongst the Technicians ( Refrigeration) having adjust 05 years regular Service on the post. By direct recruitment in case eligible candidates are not available in feeder category on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.
- In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.
- 12. If a Departmental Promotion committee exists, what is its composition?—The Managing Director shall have the powers to form the Selection Committee of atleast three officers of the Federation.
- 13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As required under the Law.
- 14. Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.
- 15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as the case may be.
- 15-A. Selection for appointment to the post by contract appointment.

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below;

(a) Under this policy the Senior Technician (Refrigeration), in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on year to year basis

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

(b)Post falls within the purview of H.P. Staff Selection Commission. The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Science Commission, Hamirpur.

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for the fitness from an authorized Medical officer/Practitioner. (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay

- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
- 16. Reservation,—The appointment to the services shall be subject to orders regarding Reservation,—Inc. approminent to the services snail be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
- 17. Departmental Examination.—Not applicable.
- 18. Power to relax.—Where the State Government is of the opinion that it is necessary or the Himachal Pradesh Staff Selection Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

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Form of contract/agreement to be executed between the Senior Technician (Refrigeration) and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd.

This agreement is made on this -----day of ----between Shri/Smt. -between Shit/Shit.

Cooperative appointes (hereinafter called the First Party) AND the Managing Director, H.P. State Cooperative Milk Producers' Federation Limited (here-in-after the SECOND PARTY). ---R/O--

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Senior Technician (Refrigeration) on contract basis on the following terms &

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Senior Technician (Refrigeration) for a period of one year commencing on and ending on the -information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

The contractual amount of the FIRST PARTY will be Rs. 8710/- per month+any enhancement

The contrictual amount of the PIRST PARTY will be res. of the per month any emancement notified by the State Government for contract employees from time to time. The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged

- Contractual Senior Technician (Refrigeration) will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any hind is admissible to the contractual Senior Technician (Refrigeration). He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as por
- Unauthorized absence from dury without the approval of the controlling officer shall automatically lead to the termination of the contract A contractual Senior Technician (Refrigeration) will not be emitted for contractual amount for the period of absence from duty
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt, authorized/ registered Medical Practitioner.

8. Contract appointee shall be entitled for TA/DA if required to go on tour in connection with

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#### The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Senior Technician (Electrical), Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

Name of Post

- Scnior Technician (Electrical)

  As sanctioned and may be sanctioned by the BOD and Service Number of Post(s). Committee of the Federation from time to time
- 3. Classification.—Class-III (Non-Gazetted)

4. Scale of Pay.— (i) Pay scale for regular incumbents

5910-20200+ 2800/-Grade Pay

Emoluments for contract employees:
8710/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.

- 5. Whether "Selection" post or "Non-Selection" post.—Not applicable.
- 6. Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoe basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Brovided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other entegories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This coacession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous Bodies and who public Sector Corporations/Autonomous Bodies Public Sector Corporations/Autonomous Bodies.

- 1. Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.
- Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruit(s).—

i. Essential Qualification(s): The candidate should possess I.T.I. Certificate in the trade of Electrical with 05 years experience of working in a Factory in the respective field.

The candidate should have passed Manufacturation and 10+2 from any School/Institution situated hin Himachal Pradesh: within Himachal Pradesh: Mathe

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-379his/her official duty at the same rate as applicable to regular counter part official at the minimum

The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

IN THE PRES	ENCE OF WITNESS:		No.
(Name	and full address)		(Signature of first party).
	ENCE OF WITNESS:		(Signature of first party).
	and full address)		(Signature of Second party)
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381-Provided this condition shall not apply to Bonafide Himachalis.

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(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s) .- Age: Not applicable

Educational Qualification: Not applicable

9.Period of probation, if any.-Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing

- 10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by Promotion on Seniority-cum-merit basis from amongst the Technicians (Electrical) having atleast 05 years regular Service on the post. By direct recruitment in case eligible candidates are not available in feeder category on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.
- In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.-Not applicable.
- 12. If a Departmental Promotion committee exists, what is its composition?—The Managing Director shall have the powers to form the Selection Committee of atleast three officers of the
- 13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment. required under the Law
- 14. Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.
- 15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard'syllabus etc. of which will be determined by the Commission/other recruiting authority as

15-A. Selection for appointment to the post by contract appointment.—
Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below;-

(I) Concept—(a) Under this policy the Senior Technician (Electrical), in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year. which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to preserved extended.

Managing Director, The H.P. State Comp. Mills Producers Federals TOTU. SHIMLA-17 bill

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(b)Post falls within the purview of H.P. Staff Selection Commission.— The Managing Director, H.P. State Co-Operative Milk Producers' Pederation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Selection Commission, Hamitpur.

- (e) The selection will be made in accordance with the eligibility conditions prescribed in these R&P Rules.
- (II) Contractual Emoluments.— The Senior Technician (Electrical) appointed on contract basis will be paid consolidated fixed contractual amount @ 8710/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.261/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamilyur.
- (V) Committee for selection of Contractual Appointments.—As may be constituted by the concerned recruiting agency i.e. II.P. Staff Selection Commission, Hamirpur from time to time.

  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure—B<sup>\*\*</sup> appended to these Rules.
- (VII) Terms and Conditions—(a) The contract appointee will be paid fixed contractual amount @ 8710/- per month (which shall be equal to minimum of the pay band + grade pay) plus any be entitled for increase in contract an amount @ 261/- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed live years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative

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Assistant Controller (F&A) H.P. Milkfed, Totu, Shimta-11

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Form of contract/agreement to be executed between the Senior Technician (Electrical) and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Senior Technician (Electrical) on contract basis on the following terms & conditions:—

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

The contractual amount of the FIRST PARTY will be Rs. 8710/- per month-any enhancement notified by the State Government for contract employees from time to time.

The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.

Contractual Senior Technician (Electrical) will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Senior Technician (Electrical). He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.

- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Senior Technician (Electrical) will not be entitled for contractual amount for the period of absence from duty.
- An official appointed on contract basis who have completed five years tenure at one place of
  posting will be eligible for transfer on need based basis wherever required on administrative
  grounds.
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be recamined for the fitness from an authorized Govt, suthorized/ registered Medical Practitioner.
- Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same range and the able to regular counter part official at the minimum

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Producers Federation Ltd.
TOTU, SHIMLA 171011

Assistant Controller (F&A) I.P. Milkfed, Totu, Shimle-11 prounds



- (e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.
- (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay scale.
- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
  - 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
  - Departmental Examination.—Not applicable.

18. Power to relax.—Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Staff Selection Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

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	(Name and full address)					
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#### -386-The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Scnior Technician (Boiler), Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

Name of Post.

Senior Technician (Boiler)

As sanctioned and may be sanctioned by the BOD and Service
Committee of the Federation from time to time. Number of Post(s) .-

3. Classification. -- Class-III (Non- Gazetted)

4. Scale of Pay.— (i)

Pay scale for regular incumbents:

5910-20200+ 2800/-Grade Pay

Emoluments for contract employees: 8710/-+ Enhancements notified by the state Govt, from time to time as detailed in Column15-A

Whether "Selection" post or "Non-Selection" post.—Not applicable.

Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become over age on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other eategories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies Provided tortiner that the employees of all the rubble Sector Corporations' Autonomous Autonomous Bodies at the time of initial of such constitutions of such Corporations' Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who arreverse finally absorbed in the service of such Corporations. Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

- Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case
- 2. Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruit(s).

i. Essential Qualification(s): The candidate should possess 'B' Class Certificate in Boiler operation issued by Chief Inspector of Boilers with 05 years experience of working in a Factory in the respective field.

The candidate should have passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s) Applied of customs, manners and dialects of Himachal

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Government to fill up the vacant posts or contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Selection Commission, Hamirpur.

- (c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P
- (II) Contractual Emoluments.— The Scnior Technician (Boiler) appointed on contract basis will (II) Contractual Emoluments.— The Senior Technician (Boller) appointed on contract basis will be paid consolidated fixed contractual amount (@ 8710/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.261/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur.
- (V) Committee for selection of Contractual Appointments.—As may be constituted by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur from time to time.
  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure-B" appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ \$710<sup>2</sup> per month (which shall be equal to minimum of the pay band + grade pay) plus any enhancement notified by the state Government for contract enployees. The contract appointee will be entitled for increase in contractual amount @ 261<sup>2</sup> · (3% of the minimum of pay band + grade pay of the past) for further extended years and no other allied benefits such as senior/selection scales etc. will be given.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practileger. Women candidate pregnant beyond 26 weeks will (e) Selected candidate will have Managire Orener.
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8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).—Age: Not applicable.

Educational Qualification: Not applicable,

9.Period of probation, if any.-Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

- 10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.— 100% by Promotion. By promotion on Seniority- cum-merit basis from amongst the Technicians (Boiler) having atleast 05 years regular Service on the post. By direct recruitment in case eligible candidates are not available in feeder category on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.
- 11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable
- 12.If a Departmental Promotion committee exists, what is its composition?—The Managing Director shall have the powers to form the Selection Committee of atleast three officers of the Federation.
- 13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As required under the Law
- 14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.
- 15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as the case may be.
- 15-A. Selection for appointment to the post by contract appointment.-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:-

(f) Concept.—(a) Under this policy the Senior Technician (Boiler), in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

(b)Post falls within the purview of H.P. Staff Selection Commission.— The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the

> The H.P. Sale Co-op. Mill deration Ltd. TOTU, SHIMLA-171011

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stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.

(f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her

- official duties at the same rate as applicable to regular counterpart official at the minimum of pay
- (g) Provisions of Scrvice Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column
- 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
- 17. Departmental Examination.—Not applicable.
- 18. Power to relax.-Where the State Government is of the opinion that it is necessary or 18. Power to relax.—where the State Government is of the opinion and in consultation with the Himachal Pradesh Staff Selection Commission relax any of the provision(s) of these rules ratwith respect to any class or category of person(s) or post(s).

Managing Director.
The H.P. State Co-op. Mills Producers Federation Led TOTU, SHIMLA-171011

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Form of contract/agreement to be executed between the Senior Technician (Boiler	
Managing Director H.P. State Co. Operation Mills P.	jand the

This agreement is made on this -----day of between Shri/Smt.

contract appointee (hereinafter called the First Party) AND the Managing Director, ILP. State Cooperative Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Senior Technician (Boiler) on contract basis on the following terms &

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Senior Technician (Boiler) for a period of one year commencing on day of \_\_\_\_\_\_ and ending on the \_\_\_\_\_\_ day of \_\_\_\_\_ It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall lpso factostand terminated on the last working day i.e. on \_\_\_\_\_ and information notice shall not be necessarily and ending on the ---information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year hasis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

The contractual amount of the FIRST PARTY will be Rs. 8710/- per month+any enhancement

The contractual amount of the FIRST PARTY WILL BERS, BYTUP per month-any enhancement profified by the State Government for contract employees from time to time.

The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged

4. Contractual Senior Technician (Boiler) will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Senior Technician (Boiler). He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.

- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Senior Technician (Boiler) will not be entitled for contractual amount for the period of absence from duty.
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt. authorized/ registered Medical Practitioner.
- Contract appointee shall be entitled for NADA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum

  Managing Managing Managing Assistant Controller (F&A)

Producers Federation Ltd.
TOTU, SHIMLA-171011

Assistant Controller (F&A)

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#### -392-The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Milk Procurement Assistant, Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- 1. Name of Post. Milk Procurement Assistant
- 2. Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Scrvice Committee of the Federation from time to time.
- 3. Classification.—Class-III (Non-Gazetted)
- 4. Scale of Pay.— (i) Pay scale for regular incumbents:
  - 5910-20200+ 2800/-Grade Pay
  - (ii) Emoluments for contract employees: 8710/-1 Enhancements notified by the state Govt, from time to time as detailed in Column15-A.
- 5. Whether "Selection" post or "Non-Selection" post.-Not applicable.
- 6. Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoe or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Prudesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

- 1. Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.
- 2. Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.
- Minimum educational and other qualifications required for direct recruit(s).—

Essential Qualification(s): The candidate should possess Matric with Certificate of Stock Assistant Vety. Pharrqueist training from Animal Husbandry Department of H.P. Govt.

/WINS OR Stanging tor. The H.P. Sikte Ce-op. Mile Assistant & H.P. Milkred, 1 TOTU, SHIMLA-17101

of pay scale.

The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR

	(Name and full address)	
1.		(Signature of first party)
NΤ	HE PRESENCE OF WITNESS:	(Signature of first party)
	(Name and full address)	826 - No. 1992 - No. 11
		(Signature of Second party)
	Λ	
	1 Attu	houng
	Market	Assistant Committee (FSA) H.P. Miles a Totu, Shimla-11
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Graduate from a recognized University having Rural Background.

Matric having a rural Background with atleast 10 years experience of working on Milk Procurement & Input activities under any Milk Union/Milk Federation.

Secretaries of Village Dairy Cooperative Societies who are Matriculate and possess Diploma in Cooperation with atleast 05 year experience of working as Secretaries.

OR

Secretaries of Village Dairy Cooperative Societies who are Matriculate and have 10 years working experience as Secretaries of Village Dairy Cooperative Societies

The candidate should have passed Matriculation and 10+2from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).-Age: Not applicable.

Educational Qualification: Not applicable.

9.Period of probation, if any.—Two years' subject to such further extension for a period not

exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10.Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—12% from the Secretaries of Village Dairy Cooperative Societies. The 50% of remaining by direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee (s) will get emoluments as given in Column 15-A and will be governed by the service conditions as specified in the said column, 50% of remaining by Promotion from amongst the Plant Operators and Salesman on the basis of Inter-se-Seniority having atleast 05 years of experience on regular service as such. regular service as such.

11. In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.

12. If a Departmental Promotion committee exists, what is its composition?—The Managing Director shall have the powers to form the feet sian Committee of atleast three officers of the home

Co-op. Mill Assistant Cruit other (F&A) H.P. Milkfed, Totu, Shimis n Ltd. TOTU, SHIMLA-1710B

- -394 13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment. required under the Law,
- 14. Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.
- 15. Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as

### 15-A. Selection for appointment to the post by contract appointment.-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:

(I) Concept.—(a) Under this policy the Milk Procurement Assistant, in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- (b) Post falls within the purview of H.P. Staff Selection Commission. The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Selection Commission, Hamirpur.
- (c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P
- (H) Contractual Emoluments.— The Milk Procurement Assistant appointed on contract basis will be paid consolidated fixed contractual amount @ 8710/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.261/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff selection Commission, Hamirpur.
- (V) Committee for selection of Contractual Appointments.—As may be constituted by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur from time to time.

(VI) Agreement.—After selection of a candidate, ho'she shall sign an agreement as per Annexure-"B" appended to these Rules. MORNE

TOTU, SHIMLA-171011

-396-ANNEXURE-B

Form of contract/agreement to be executed between the Milk Procurement Assistant and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd.

This agreement is made on this --day of --- in the year hetween Shri/Smt. --R/Ocontract appointce (hereinafter called the First Party) AND the Managing Director, ILP. State Cooperative Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Milk Procurement Assistant on contract basis on the following terms & conditions:

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Milk Procurement Assistant for a period of one year commencing on day of \_\_\_\_and ending on the \_\_\_\_day of \_\_\_\_ It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PAKTY shall Ipso factostand terminated on the last working day i.e. on \_\_\_\_ and day of information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- 2. The contractual amount of the FIRST PARTY will be Rs. 8710/- per month-any enhancement
- The contraction amount of the FIRST FARTY will be 183. Or 10. By the first particular inclined by the State Government for contract employees from time to time.

  The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.
- Contractual Milk Procurement Assistant will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Milk Procurement Assistant. He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Milk Procurement Assistant will not be entitled for contractual amount for the period of absence from duty.
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be recognified for the fitness. examined for the fitness from an authorized Govt, authorized/registered Medical Practitioner,
- 8. Contract appointee shall be entitled for TA/QA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale.

TOTU, SHIMLA-171011

-395-(VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 8710?—per month (which shall be equal to minimum of the pay band + grade pay) plus any enhancement notified by the state Government for contract employees. The contract appointee will be entitled for increase in contractual amount @ 261?—(3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senion/selection scales etc.

- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- (c) Selected candidate will have to submit a certificate of his/her fitness from Government/Registered Medical Practitioner. Women candidate preparant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner
- (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay
- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column
- 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
- 17. Departmental Examination.—Not applicable.

will be given

18. Power to relax.—Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

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9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual appointec(s).

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRI

1.	**********************	
	(Name and full address)	
2.		(Signature of first party).
		(Signature of first party).
	HE PRESENCE OF WITNESS:	(Digitale of first party).
l.	34 1000000000000000000000000000000000000	
	(Name and full address)	
<u>(8</u>		(Signature of Second party)
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		<b>\</b>
	5.5/	Attu
510	miles Decree	



## The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

#### Recruitment and Promotion Rules for the Post of Junior Laboratory Technician Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- (1) Name of Post. Junior Laboratory Technician
- (2) Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time.
- (3) Classification,—Class-III (Non- Gazetted)
- (4) Scale of Pay.— (i) Pay scale for regular incumbents:
  - 5910-202009 2400/-Grade Pay
    Emoluments for contract employees:—
    8310/+ Enhancements notified by the state Govt. from time to time as (ii) detailed in Column15-A.
- (5) Whether "Selection" post or "Non-Selection" post,-Not applicable.
- (6) Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper ago-limit is relaxable for Schoduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations' Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations' Autonomous Bodies and who are every finally absorbed in the services of such Corporations' Autonomous Bodies and who are every finally absorbed in the services of such Corporations' Autonomous Bodies and who are every finally absorbed in the services of such Corporations' Autonomous Bodies and Montandor Bodies and Work Bodies Bodies and Work Bodies Bodies and Work Bodies Bodies Bodies and Work Bodies Bod are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

- 1. Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.
- 2. Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruit(s), Essential Qualification(s): The Candidate should possess M.Sc/B.Sc (Microbiology/Biotechnology) from any recognized university.

The candidate should have passed Matriculation and 10+2 from any School/Institution situated

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Assistant Controller H.P. Milkfed, Totu, Sh TOTU, SHIMLA-171011

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H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Selection Commission, Hamirpur.

(c)The selection will be made in accordance with the eligibility conditions prescribed in these R&P Rules.

- (II) Contractual Emoluments.— The Junior Laboratory Technician appointed on contract basis will be paid consolidated fixed contractual amount @ 8310/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs,249/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process. Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. II.P. Staff Selection Commission, Hamirpur.
- (V) Committee for selection of Contractual Appointments.
- concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur from time to time.

  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure

  \*B. appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 8310/- per month (which shall be equal to minimum of the pay band + grade pay) plus any chancement notified by the state Government for contract employees. The confract appointee will be entitled for increase in contractual amount @ 249/- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc. will be given.

(b)The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory.

©Contract appointee will be entitled for one day easual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.

- (d) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.

Selected candidate will have to thinit a certificate of his/her fitness from a

Assistant Controller (F&A)

Producers Federation Ltd.

FOTU, SHIMLA—17101;

within Himachal Pradesh:

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Provided this condition shall not apply to Bonafide Himachalis. (b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s),-Age: Not applicable

Educational Qualification: Not applicable.

- 9.Period of probation, if any.-Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.
- 10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said colu
- In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.
- 12. If a Departmental Promotion committee exists, what is its composition?—Not
- 13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.-As required under the Law
- 14. Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.
- 15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as the case may be.
- 15-A. Selection for appointment to the post by contract appointment.-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:

(I) Concept.—(a) Under this policy the Junior Laboratory Technician, in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract busis initially for one year; which may be extended on year to year basis,

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be nenewed/extended.

(b).Post falls within the purvice of H.P.N. saff Selection Commission.— The Managing Director,
Managing Director,
The H.P. State Managing Director,
Assistant Controller (Fig.) TOTU, SHIMLA-171011

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-404 -Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for

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the fitness from an authorized Medical officer/Practitioner.

(g) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay scale.

Provisions of Service Rules like FR, SR, Leave Rules. GPF Rules. Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.

- 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
- 17. Departmental Examination.—Not applicable.
- 18. Power to relax.-Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Staff Selection Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

Managing Director.
The H.P. State Co-op. Min TOTU, SHIMLA-171011

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Form of contract/agreement to be executed between the Junior Laboratory Technician and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd.

This agreen	nent is made on thisday of in the year
between Sl	ri/SmtR/O
contract ap	pointee (hereinafter called the First Party) AND the Managing Director, H.P. State Cooperati
Milk Produ	core' Federation I imited there in often the SECOND BARTY:

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Junior Laboratory Technician on contract basis on the following terms & conditions:—

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Junior Laboratory Technician for a period of one year commencing on day of \_\_\_\_\_\_and ending on the \_\_\_\_\_day of \_\_\_\_\_ It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall Ipso factostand terminated on the last working day i.e. on \_\_\_\_ and information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

The contractual amount of the FIRST PARTY will be Rs. 8310/- per month+any enhancement

notified by the State Government for contract employees from time to time.

The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.

- Contractual Junior Laboratory Technician will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Junior Laboratory Technician He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Junior Laboratory Technician will not be entitled for contractual amount for the period of absence from duty.
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt, authorized/ registered Medical Practitioner.
- 8. Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale.

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Managing Directory. Mill. The H.P. State of op. Mill. Producers Federation Ltd. FOTU, SHIMLA—171011

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-404-The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Technician (Refrigeration) Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

Technician (Refrigeration) 1 Name of Post --

- 2. Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time.
- 3. Classification.—Class-III (Non- Gazetted)

4. Scale of Pay.— (i) Pay scale for regular incumbents:

5910-20200+ 2400/-Grade Pay

(ii) Emoluments for contract employees 8310/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.

- 5. Whether "Selection" post or "Non-Selection" post.—Not applicable.
- 6. Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appoint

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations' Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who e/wege finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the ublic Sector Corporations/Autonomous Bodies.

- 1. Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.
- 2. Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7.Minimum educational and other qualifications required for direct recruit(s). Essential Qualification(s): The candidate should possess I.T.I. Certificate in the Trade of Refrigeration.

The candidate should have passed Matriculation and 10+2 from any School/Institution situated

Producers Federation Ltd.
FOTU, SIHMLA—171011

within Himachal Pradesh:

MIN Assistant Controller (F&A) H.P. Milkfed, Totu, Shimla-1 9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractus

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IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

HE PRESENCE OF WITNESS:	
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(Name and full address)	(Signature of first party).
	(Signature of first party).
HE PRESENCE OF WITNESS:	
A. 169 11 3	
(Name and full address)	(Signature of Second party)
***************************************	(Signature of Second party)
	(Name and full address)  HE PRESENCE OF WITNESS:  (Name and full address)

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Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).—Age: Not applicable.

Educational Qualification: Not applicable.

9.Period of probation, if any.—Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said colur

11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.

12.If a Departmental Promotion committee exists, what is its composition?—Not

13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment,-As required under the Law.

14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.

15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as the case may be.

15-A. Selection for appointment to the post by contract appointment.-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:-

(I) Concept.—(a) Under this policy the Technician (Refrigeration), in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

(b)Post falls within the purview of H.P. Staff Selection Commission.— The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned

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recruitment agency i.e. H.P. Staff Selection Commission, Hamirpur.

(c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P

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- (II) Contractual Emoluments.— The Technician (Refrigeration) appointed on contract basis will be paid consolidated fixed contractual amount @ 8310/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.249/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur,
- (V) Committee for selection of Contractual Appointments.—As may be constituted by the
- concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur from time to time.

  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per AnnexureBy appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @=8310/- per month (which shall be equal to minimum of the pay band + grade pay) plus any analysis entered to the pay band of the pay band in the contract appointee will be entitled for increase in contractual amount @ 249/- (3% of the minimum of pay band in grade pay of the posty for further extended years and no other allied benefits such as semion/selection scales etc. will be given.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity we will be given as per rules
- (e) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- (e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women'candidate pregnant beyond 26 weeks will Standard products and the confinement is over. The women candidate will be re-examined prompting in the products and the products and the products are the products and the products and the products are the products are the products and the products are the products and the products are the products are the products and the products are the products and the products are the product are the products are the products are the products are the produ

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Form of contract/agreement to be executed between the Technician (Refrigeration) and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

This agreement is made on this -----day of ---- in the year --R/O-between Shri/Smt. --contract appointee (hereinafter called the First Party) AND the Managing Director, H.P. State Cooperative Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Technician (Refrigeration) on contract basis on the following terms & conditions:-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Technician (Refrigeration) for a period of one year commencing on --information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- 2. The contractual amount of the FIRST PARTY will be Rs. 8310/- per month+any enhancement notified by the State Government for contract employees from time to time.

  3. The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be
- terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.
- 4. Contractual Technician (Refrigeration) will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Technician (Refrigeration). He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Technician (Refrigeration) will not be entitled for contractual amount for the period of absence from duty.
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt. authorized/ registered Medical Practitioner.
- Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as a put table to regular counter part official at the minimum of pay scale.

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for the fitness from an authorized Medical officer/Practitioner. (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay

(g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.

16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.

17. Departmental Examination.—Not applicable.

18. Power to relax.—Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Staff Selection Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

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409-9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual appointee(s).

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IN T	HANDS THE DAY, MONTH AND YEAR F HE PRESENCE OF WITNESS:	
1.		
	***************************************	
	(Name and full address)	(Signature of first party).
2.		
		(Signature of first party).
IN T	THE PRESENCE OF WITNESS:	(Signature of mist party).
1.	***************************************	
	***************************************	
7.5	(Name and full address)	(Signature of Second party)
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	A Attu	_
100	Managing Director,	Assertan Minh
	The H.P. State Co-op. Mills.	H.P. Militia Tota, Shimla-11

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### The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Technician (Electrical) Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- Technician (Electrical) 1. Name of Post.-
- 2. Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time
- 3 Classification.—Class-III (Non-Gazetted)
- 4. Scale of Pay.— (i)

Pay scale for regular incumbents: 5910-20200+ 2400/-Grade Pay

(ii)

Emoluments for contract employees:— 8310/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.

- 5. Whether "Selection" post or "Non-Selection" post.—Not applicable.
- Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appoint

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh Government.

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.

2. Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7.Minimum educational and other qualifications required for direct recruit(s).-

i. Essential Qualification(s): The candidate should possess LT.I. Certificate in the Trade of Flectrical.

The candidate should have passed Matriculation and 10+2 from any School/Institution situated Ponus

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(b)Post falls within the purview of H.P. Staff Selection Commission. — The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Selection Commission, Hamitpur.

- (c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P
- (II) Contractual Emoluments.— The Technician (Electrical) appointed on contract basis will be paid consolidated fixed contractual amount @ 8310/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.249/. (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur.
- (V) Committee for selection of Contractual Appointments.—As may be constituted by the ncerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur from time to time. (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure-"B" appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 310/- per month (which shall be equal to minimum of the pay band + grade pay) plus any enhancement notified by the state Government for contract employees. The contract appointee will be entitled for increase in contractual amount @ 249/- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc. will be given.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (e) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative Manuging Director grounds.

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within Himachal Pradesh:

411- --Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal

Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).-Age: Not applicable.

Educational Qualification: Not applicable.

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9.Period of probation, if any.—Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.

11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.

- 12. If a Departmental Promotion committee exists, what is its composition?—Not applicable
- 13.Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As required under the Law.
- 14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India
- 15.Selection for appointment to post by direct recruitment.—Selection for appointment to the all post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as the case may be.

15-A. Selection for appointment to the post by contract appointment,-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:

(I) Concept.—(a) Under this policy the Technician (Electrical), in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall riovided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

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- (e) Selected candidate will have to suomit a certificate of his/her fitness from Government/Registered Medical Practitioner, Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.
- (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay
- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column
  - 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time
  - 17. Departmental Examination.—Not applicable.
  - 18. Power to relax.-Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Staff Selection Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

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ANNEXURE-B

Form of	contract/agreement	to be executed	between	he Technician	(Electrical)	and the	Managing
	H.P. State Co-Oper						

This agreement is made on thisday of in the	e year
between Shri/Smt. — R/O— contract appointee (hereinafter called the First Party) AND the Managing Company of the Section Limited these in after the SECOND PARTY).	Director, H.P. State Cooperation

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Technician (Electrical) on contract basis on the following terms & conditions :

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Technician (Electrical) for a period of one year commencing on -and ending on the ----day of specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall Ipso factostand terminated on the last working day i.e. on and information notice shall not be necessary. day of .

Provided that for extension/renewal of contract period on year to year basis the erned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

2, The contractual amount of the FIRST PARTY will be Rs. 8310/- per month+any enhancement

notified by the State Government for contract employees from time to time.

The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.

- 4. Contractual Technician (Electrical) will be entitled for one day casual leave after putting in or month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Technician (Electrical). He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Technician (Electrical) will not be entitled for contractual amount for the period of absence from duty.
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt. authorized/ registered Medical Practitioner
- Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale.

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#### 416-The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

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Recruitment and Promotion Rules for the Post of Technician (Motor Mechanic) Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- Technician (Motor Mechanic) 1. Name of Post .-
- 2. Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time
- 3. Classification.—Class-III (Non- Gazetted)
- 4. Scale of Pay.— (i)
  - Pay scale for regular incumbents
  - 5910-20200+ 2400/-Grade Pay Emoluments for contract emplo
  - 8310/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.
- 5. Whether "Selection" post or "Non-Selection" post.—Not applicable.
- 6. Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other ategories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

- Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the ca may be.
- Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7.Minimum educational and other qualifications required for direct recruit(s).-

Essential Qualification(s): The candidate should possess I.T.I. Certificate in the Trade of Motor Mechanic.

The candidate should have passed Matriculation and 10+2 from any School/Institution situated Provided this condition shall not apply to bound Himachalis.

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-AI5- 13 9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

I.		
	(Name and full address)	(Signature of first party)
2.	***************************************	
n.r.a	THE PRESENCE OF WITNESS.	(Signature of first party)
IN I	THE PRESENCE OF WITNESS:	
1.		
	(Name and full address)	(Signature of Second party
2.	***********************	
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	Moder	Assistant Controller (F&A) H.P. Militari Tollu, Shimila-11

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-417-(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s) .- Age: Not applicable

Educational Qualification: Not applicable.

9.Period of probation, if any.-Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.

11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.

12. If a Departmental Promotion committee exists, what is its composition?—Not

13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitmentrequired under the Law.

14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.

15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as the case may be.

15-A. Selection for appointment to the post by contract appointment.-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below.—

-(a) Under this policy the Technician (Motor Mechanic), in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

(b) Post falls within the purview of H.P. Staff Selection Commission.— The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency Le. H.P. Staff Selection Commence Hamiltonian Hamiltonian Commence Hamiltonian Hamiltoni

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(C)The selection will be made in accordance with the eligibility conditions prescribed in these R&P

- (II) Contractual Emoluments.— The Technician (Motor Mechanic) appointed on contract basis will be paid consolidated fixed contractual amount @ 8310/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.249/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur.
- (V) Committee for selection of Contractual Appointments.—As may be constituted by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur from time to time.
  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure-"B" appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 8310/- per month (which shall be equal to minimum of the pay band + grade pay) plus any enhancement notified by the state Government for contract employees. The contract appointee will be entitled for increase in contractual amount @ 249/- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc. will be given.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory.
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (e) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
- (e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined

Managing Directal
The H.P. State Colop Mills
Producers Federation Ltd.
TOTU, SHIMLA—171011



Form of contract/agreement to be executed between the Technician (Motor Mechanic) and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

	This agreement is made on thisday of in the year
contract	n Shri/Smt. — A/O. — A/O. — AND the Managing Director, H.P. State Cooperative oducers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Technician (Motor Mechanic) on contract basis on the following terms & conditions:—

- That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Technician (Motor Mechanic) for a period of one year commencing on day of and ending on the day of description of day of specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall Ipso factostand terminated on the last working day i.e. on and information notice shall not be necessary.
  - Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.
- The contractual amount of the FIRST PARTY will be Rs. 8310/- per month+any enhancement notified by the State Government for contract employees from time to time.
- The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.
- 4. Contractual Technician (Motor Mechanic) will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Technician (Motor Mechanic). He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Technician (Motor Mechanic) will not be entitled for contractual amount for the period of absence from duty.
- An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Govt. authorized/ registered Medical Practitioner.
- Contract appointee shall be entitled for TA/DA in required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale.

Managing Director
The Ji.P. State Co-up Mill
Producers Federation Ltd.
TOTU, SHIMLA—171011

Assistant Controller (F&A)
P. Milkfed, Totu, Shimla-11

for the fitness from an authorized Medical officer/Pructitioner.

- (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay scale.
- (g) Provisions of Service Rules like FR, SR, Leave Rules, GFF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
  - 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other eategories of persons issued by the Himachal Pradesh Government from time to time.
  - 17. Departmental Examination.—Not applicable.
- 18. Power to relax.—Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Staff Selection Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).



The Employees Group Insurance Scherfie as well as EPF/GPF will be applicable to contractual appointee(s).

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR

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	***************************************	(Signature of Second party
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#### The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

#### Recruitment and Promotion Rules for the Post of Technician (Fitter) Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

1. Name of Post .-Technician (Fitter)

2. Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time

3. Classification.—Class-III (Non-Gazetted)

4. Scale of Pay.- (i) Pay scale for regular incumb

5910-20200+ 2400/-Grade Pay

(ii) Emoluments for contract employees.

8310/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.

5. Whether "Selection" post or "Non-Selection" post.—Not applicable.

6. Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomosodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

- 1. Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.
- 2. Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruit(s).-

Essential Qualification(s): The candidate should possess I.T.I. Certificate in the trade of Fitter

The candidate should have passed Matricularies and 16+2 from any School/Institution situated

Managing Director The H.P. State Courp Mill Producers Federación Ltd. TOTU, SILI 11.1. 171111

-424- ; H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Selection Commission, Hamirpur.

(C) The selection will be made in accordance with the eligibility conditions prescribed in these R&P Rules.

- (II) Contractual Emoluments.— The Technician (Fitter) appointed on contract basis will be paid consolidated fixed contractual amount @ 8310/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.249/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur.
- (V) Committee for selection of Contractual Appointments.—As may be constituted by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur from time to time.
  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure-"B" appended to these Rules.

(VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 8310/- per month (which shall be equal to minimum of the pay band + grade pay) plus any enhancement notified by the state Government for contract employees. The contract appointee will be entitled for increase in contractual amount @ 249/- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc.

- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity we will be given as per rules
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of Managing Divided.

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  Produce: 1 posting will be eligible for transfer on need based basis wherever required on administrative

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within Himachal Pradesh:

-423+ Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s) .- Age: Not applicable

Educational Qualification: Not applicable.

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9.Period of probation, if any.-Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.

11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.

12.If a Departmental Promotion committee exists, what is its composition?-Not

13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As required under the Law.

14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.

15. Selection for appointment to post by direct recruitment. -- Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as the case may be.

15-A. Selection for appointment to the post by contract appointment.-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:-

(I) Concept.—(a) Under this policy the Technician (Fitter), in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year, which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

(b)Post falls within the purview of H.P. Start Selection Commission.— The Managing Director,

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(e) Selected candidate will have to submit a certificate of his/her fitness from Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.

(f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her

official duties at the same rate as applicable to regular counterpart official at the minimum of pay

(g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.

16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.

17. Departmental Examination .- Not applicable

18. Power to relax.-Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

> Managing Director TOTU, SHIMLA-171011

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ANNEXURE

Form of contract/agreement to be executed between the Technician (Fitter) and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

т	nis agreement is made on thisday of in the year
between	Shri/SmtR/O
	appointee (hereinafter called the First Party) AND the Managing Director, H.P. State Cooperative
Mills Pro	booes' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Technician (Fitter) on contract basis on the following terms & conditions:—

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

The contractual amount of the FIRST PARTY will be Rs. 8310/- per month+any enhancement notified by the State Government for contract employees from time to time.The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be

The service of FIRST PARTY will be purely on temporary basis. The appointment is habite to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.

4. Contractual Technician (Fitter) will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Technician (Fitter). He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.

Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Technician (Fitter) will not be entitled for contractual amount for the period of absence from duty.

An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.

7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Govt, authorized/ registered Medical Practitioner.

 Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale.

Managing Director
The H.P. State Co-op Mills
Producers Federation Ltd.
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#### The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Technician (Boiler) Class-111, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

1. Name of Post.— Technician (Boiler)

Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service
 Committee of the Federation from time to time.

3. Classification.—Class-III (Non-Gazetted)

4. Scale of Pay.— (i) Pay

(i) Pay scale for regular incumbents: 5910-20200+ 2400/-Grade Pay

(ii) Emoluments for contract employees:— 8310/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.

5. Whether "Selection" post or "Non-Selection" post.—Not applicable.

6. Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh (Engagement).

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.

Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruit(s).-

 i. Essential Qualification(s): The candidate should possess 'B' Class Boiler Attendant Certificate issued by Chief Inspector of Boilers.

The candidate should have passed Matriculation and 10+2 from any School/Institution situated

Producers Federation Ltd.

Assistant Controller (F&A)

H.P. Mikked, Totu, Shimle-1

9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual appointee(s).

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

INT	THE PRESENCE OF WITNESS:	
1.		
	***************************************	
	(Name and full address)	
		(Signature of first party).
2.		
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		(Signature of first party).
IN T	THE PRESENCE OF WITNESS:	
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	(Name and full address)	
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The H.P. State Co-op. Milk Producers Federation Ltd. TOTU, SHIMLA—171011 intani Controller (F&A) Militad, Totu, Shimla-11

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within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).—Age: Not applicable.

Educational Qualification: Not applicable

9.Period of probation, if any.—Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.

11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.

12.If a Departmental Promotion committee exists, what is its composition?—Not applicable.

13.Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As required under the Law.

14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.

15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as this case may be.

15-A. Selection for appointment to the post by contract appointment.—

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:—

(I) Concept.—(a) Under this policy the Technician (Boiler), in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

(b)Post falls within the purview of H.P. Staff Selection Commission.—The Managing Director,

The H.P. State Co-op Producers Federation Ltd. TOTU, SHIMLA—171011 Assistant Controller (F&A) H.P. Milkfed, Totu, Shimla-11 -436-

H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Selection Commission, Hamirpur.

(C)The selection will be made in accordance with the eligibility conditions prescribed in these R&P Rules.

- (II) Contractual Emoluments.— The Technician (Boiler) appointed on contract basis will be paid consolidated fixed contractual amount @ 8310/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.249/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur.
- (V) Committee for selection of Contractual Appointments.—As may be constituted by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur from time to time.
  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure—B" appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 8310/- per month (which shall be equal to minimum of the pay band + grade pay) plus any enhancement notified by the state Government for contract employees. The contract appointee will be entitled for increase in contractual amount @ 249/- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc. will be given.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory.
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.

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ANNEXURE-B

Form of contract/agreement to be executed between the Technician (Boiler) and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

	This agreement is made on thisday of in the year
	n Shri/SmtR/O
contra	t appointee (hereinafter called the First Party) AND the Managing Director, H.P. State Cooperative
Milk	roducers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Technician (Boiler) on contract basis on the following terms & conditions:—

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- The contractual amount of the FIRST PARTY will be Rs. 8310/- per month+any enhancement notified by the State Government for contract employees from time to time.
- The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.
- 4. Contractual Technician (Boiler) will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Technician (Boiler). He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Technician (Boiler) will not be entitled for contractual amount for the period of absence from duty.
- An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Govt, authorized/registered Medical Practitions.
- Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale.

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Assistant Controller (F&A) M.P. Milkfed, Totu, Shorta-1 -431-

(e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.

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(f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay scale.

- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
- 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
- 17.Departmental Examination.—Not applicable.

18.Power to relax.—Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

The H.P. State Co-op. Mile Producers Federation Ltd. TOTU, SHIMLA—171018 Assistant Controller (F&A)

P. Madea, Talu, Shimle-11

9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual appointec(s).

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

IN THE PRESENCE OF WITNESS:

1. (Name and full address)

2. (Signature of first party).

IN THE PRESENCE OF WITNESS:

(Signature of first party).

(Name and full address)

(Name and full address)

(Signature of Second party)

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Preduces Federation Ltd., TOTU, SHIMLA-1710M,

Assistant Controller (F&A) H.P. Milkied, Totu, Shimla-11

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# 434 949. The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Plant Operator, Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- Plant Operator
- Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service
  Committee of the Federation from time to time.
- 3. Classification.—Class-III (Non-Gazetted)
- 4. Scale of Pay.- (i) Pay scale for regular incumbents:
  - 5910-20200+ 2400/-Grade Pay
  - (ii) Emoluments for contract employees 8310/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.
- 5. Whether "Selection" post or "Non-Selection" post.—Not applicable.
- Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who ere finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case

- 2. Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.
- 7.Minimum educational and other qualifications required for direct recruit(s).—

  (a)

  i. Essential Qualification(s): The Candidate should possess I.T.I. Certificate in the trade
  - Fitter/Mechanic/Electrical/Refrigeration.

MILE

The candidate should have passed Matriculation and 10+2 from any School/Institution situated

Provided this condition shall not apply to Bonafide Himachalis.

TOTU, SHIMLA-1710IL

Assistant Controller H.P. Milkfed, Totu, St

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(b)Post falls within the purview of H.P. Staff Selection Commission. H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Selection Commission, Hamirpur.

- (c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P
- (II) Contractual Emoluments.— The Plant Operator appointed on contract basis will be paid (11) Contractual Emoluments.— He read operation of the appointed of the equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.249/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur.
- (V) Committee for selection of Contractual—As may be constituted by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur from time to time.

  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure"B" appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 8310/- per month (which shall be equal to minimum of the pay band + grade pay) plus any enhancement notified by the state Government for contract employees. The contract appointee will be entitled for increase in contractual amount @ 249/- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc. will be given.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory.
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative

Managing Director Hin The H.P. State O-op. Mill TOTU, SHIMLA-1710LL

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435-(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s) .- Age: Not applicable.

Educational Qualification: Not applicable.

9.Period of probation, if any.-Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

- Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—20% By direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column. 80% By Promotion on Seniority-cum-Merit basis from amongst the Dairy Helpers who are Matriculate and having atleast 08 years experience of regular service as Dairy Helper out of which 03 years experience as Dairy helper in a Milk Processing Plant and operating the machinery and equipments in the Dairy Plant.
- 11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.
- 12.If a Departmental Promotion committee exists, what is its composition?—The Managing Director shall have the powers to form the Selection Committee of atleast 03 officers of the
- 13.Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment. required under the Law.
- 14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.
- 15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as the case may be.
- 15-A. Selection for appointment to the post by contract appointment.—
  Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:-
- (I) Concept.—(a) Under this policy the Plant Operator, in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year, which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

Milb Producers Federation Ltd. TOTU. SHIMLA-171011 Horas

437- 15 (e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will

- stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner. (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her
- official duties at the same rate as applicable to regular counterpart official at the minimum of pay
- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
- 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
- 17. Departmental Examination.—Not applicable.
- 18. Power to relax.—Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

The Li.P. Stare Co-op. Mills TOTU, SHIMLA-1710LL

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438-		ANNEXURE-I

Form of contract/agreement to be executed between the Plant Operator and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd.

This agreement is made on thisday of in the year	
between Shri/Smt. —R/O. contract appointee (hereinafter called the First Party) AND the Managing Director, H.P. State Cooperativ Milk Producers' Federation Limited (here-in-after the SECOND PARTY).	re

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY agreed to serve as a Plant Operator on contract basis on the following terms & conditions :

That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Plant Operator for a period of one year commencing on day of ————and ending on the ————day of ————. It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall Ipso factostand terminated on the last working day i.e. on\_ information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

2. The contractual amount of the FIRST PARTY will be Rs....../- per month+any enh

notified by the State Government for contract employees from time to time.

3. The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be nated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged

- 4. Contractual Plant Operator will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Plant Operator. He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- 5. Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Plant Operator will not be entitled for contractual amount for the period of absence from duty.
- An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
- Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt. authorized/ registered Medical Practitioner.

Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale.

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#### The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Salesman, Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- 1. Name of Post.-Salesman
- 2. Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time.
- 3. Classification.—Class-III (Non-Gazetted)
- 4. Scale of Pay.— (i)

Pay scale for regular incumbents: 5910-20200+ 2400/-Grade Pay

(ii) Emoluments for contract empl

8310/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.

- 5. Whether "Selection" post or "Non-Selection" post,-Not applicable.
- 6. Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other ategories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.

- 2. Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.
- 7. Minimum educational and other qualifications required for direct recruit(s).-

i. Essential Qualification(s): The candidate must possess 10+2

The candidate should have passed Matriculation and 10+2from any School/Institution situated within Himachal Pradesh: Himachal Pracesn:

Provided this condition shall not apply to Bonafide Himachalis.

Mrs TOTO, SHIJISLA-1710LL

5001 Assistant Controller (F&A) H.P. Milkfed, Totu, Shimin-1

439-1-254-9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual appointee(s).

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

RESENCE OF WITNESS:	
(Name and full address)	
V	(Signature of first party).
	(Signature of first party).
HE PRESENCE OF WITNESS:	
(Name and full address)	(6)
	(Signature of Second party)
	**
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ACREMICAL COMPANION	Assistant Controller (F&A)
The Lar. State Co-ep. Min.	H.P. Makifou, Rotu, Shimta-11
TOTU, SHIMLA—171011	
	(Name and full address)  HE PRESENCE OF WITNESS:  (Name and full address)  The Line State Comp. Mills Producer's Federation Ltd.

- 256 -441-(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal

Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh. 8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in

the case of the promote (s).—Age: Not applicable. Educational Qualification: Not applicable.

9.Period of probation, if any.-Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—20% By direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column. 80% By Promotion on Seniority-cum-Merit basis from amongst the Dairy Helpers who are Matriculate and having atleast 08 years experience of regular service as Dairy Helper out of which 03 years should be in the Sales/Marketing

11. In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.

12. If a Departmental Promotion committee exists, what is its composition?—The Managing Director shall have the powers to form the Selection Committee of atleast 03 officers of the Federation.

13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment. required under the Law

14. Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.

15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as

15-A. Selection for appointment to the post by contract appointment.-Notwithstanding anything contained in these rules, contract appointments to the post will be made

subject to the terms and conditions given below:-(I) Concept.—(a) Under this Policy the Salesman, in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on

year to year basis. Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the

year and only then his period of contract is to be renewed/extended. (b)Post falls within the purview of H.P. Staff Selection Commission.— The Managing Director,

The ILP State Co Producers Federation Ltd. TOTU, SHIMLA-171011 port

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H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Selection Commission, Hamirpur.

(e) The selection will be made in accordance with the eligibility conditions prescribed in these R&P

- (II) Contractual Emoluments.— The Salesman appointed on contract basis will be paid (II) Contractual Emoluments.— The Salesman appointed on contract ossis will be paid consolidated fixed contractual amount @ 8310/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.249/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur.
- (V) Committee for selection of Contractual—As may be constituted by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur from time to time
- (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure-"B" appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 8310/- per month (which shall be equal to minimum of the pay band + grade pay) plus any enhancement notified by the state Government for contract employees. The contract appointee will be entitled for increase in contractual amount @ 249/- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity eave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- a certificate of his/her fitness from a (e) Selected candidate will have to submit

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Form of contract/agreement to be executed between the Salesman and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

- in the year-This agreement is made on this ------day of ------R/O--between Shri/Smt. --contract appointee (hereinafter called the First Party) AND the Managing Director, H.P. State Cooperative Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Salesman on contract basis on the following terms & conditions:

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Salesman for a period of one year commencing on --PARTY shall Ipso factostand terminated on the last working day i.e. on\_information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- The contractual amount of the FIRST PARTY will be Rs. 8310/- per month+any enhancement
- notified by the State Government for contract employees from time to time.

  The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged
- Contractual Salesman will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Salesman. He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Salesman will not be entitled for contractual amount for the period of absence from duty.
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Govt. authorized/ registered Medical Practitioner.
- 8. Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale. The H.P. State Co-up Min Producers Federation Ltd. FOTU, SHIMLA—1710R

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Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.

- (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay
- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract

appointees. They will be entitled for emoluments etc. as detailed in this column.

16.Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.

17.Departmental Examination.-Not applicable

18.Power to relax.-Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

> The H.P. State Co TOTU, SHIMLA-171011

-445-9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

1.			
	***************************************		
	(Name and full address)	(Signature	of first party)
2.	***************************************		
	***************************************		
	MANUFACTURE OF THE PARTY OF THE	(Signature	of first party)
IN T	THE PRESENCE OF WITNESS:	10.00	
1.			
	***************************************		
	***************************************		
	(Name and full address)	(Signature of	f Second party
2.	***************************************		
20			
	***************************************		

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#### The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Driver (Male) (Non-Gazetted) Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- 1. Name of Post.-Driver (Male)
- 2. Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time.
- 3. Classification.—Class-III (Non- Gazetted)
- Scale of Pay.—(i) Pay scale for regular incumbents:

Pay Band-2 5910-20200+ 2000/-Grade Pay

(ii) Emoluments for contract employees:— 7910/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.

- (iii) Emoluments on Daily wages employees:— The rate of daily wages for the post of Driver, Notified by the State Government from time to time
- 5. Whether "Selection" post or "Non-Selection" post.—Not applicable.
- Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh Government.

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

- Age limit for direct recruitment will be reckoned on the first day of the year in which the
  post(s) is/are advertised for inviting applications or notified to the Employment Exchange
  or as the case may be.
- Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.
- Minimum educational and other qualifications required for direct recruit(s).—

(a) i. Essential Qualification(s: 10<sup>th</sup> pass if he has passed Matriculation and 10+2

Producers Federation Ltd.

H.P. Milkied, Totu, Shimla-11

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year and only then his period of contract is to be renewed/extended.

- (b) Post falls within the purview of H.P. Staff Selection Commission.—NA
- (e) The selection will be made in accordance with the eligibility conditions prescribed in these R&P Rules.
- (II) Contractual Emoluments.— The Driver (Male) appointed on contract basis will be paid consolidated fixed contractual amount @ 7910/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.237/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee of the Federation.
- (V) Committee for selection of Contractual Appointments.—As may be constituted by the Managing Director, H.P. Milkfed.
- (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure-"B" appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 7910/- per month (which shall be equal to minimum of the pay band + grade pay) plus any enhancement notified by the state Government for contract employees. The contract appointee will be entitled for increase in contractual amount @ 237/- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc. will, be given.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory.
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.

Assistan Controller (F&A)
The H.P. State Co-op, Mills
H.P. Mikind, Vid., Shimla-11
TOTU, SHIMLA—17101A

from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

ii. Must possess valid driving licence for plying of Heavy Vehicles in Hilly terrain

- (b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the
- Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).—Age: Not applicable.

Educational Qualification: Not applicable.

9.Period of probation, if any.—Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10.Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis or on daily wages basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.

- 11. In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.
- 12.If a Departmental Promotion committee exists, what is its composition?—Not applicable.
- Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As required under the Law.
- 14. Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.
- 15. Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee constituted by the Managing Director, H.P. Milkfed.
- 15.A. Selection for appointment to the post by contract appointment.— Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:—
- (I) Concept.—(a) Under this policy the Driver (Male), in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the

The H.P. Coop, Mills Producers Federation Ltd. FOTU, SHIMLA-171011 Assistant Sammar (FSA H.P. Milkfed, Total Shanla-

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- (e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.
- (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay

scale.

- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
- 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
- 17. Departmental Examination.—Not applicable.
- 18. Power to relax.—Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

Managing Director.
The H.P. State Co-op. Mills
Producers Federation Ltd.
FOTU, SHIMLA-171012

Assistant Controller (F&A H.P. Milichen, Total Shimla -450-

ANNEXURE-B

Form of contract/agreement to be executed between the Driver (Male) and the Government of Himachal Pradesh through the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

		ent is made								ar		
between	Shri/Smt.			-R/(	)C							
		(hereinafter								Himachal	Pradesh	through
Director	Ayurveda,	Himachal Pr	adesh (	here	-in-af	ter the S	SECO	ND P	ARTY).			

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Driver (Male) on contract basis on the following terms & conditions

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Driver (Male) for a period of one year commencing on ------day of -------and ending on the -----day of day of -----information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

The contractual amount of the FIRST PARTY will be Rs. 7910/- per month+any enhancement notified by the State Government for contract employees from time to time.

The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.

Contractual Driver (Male) will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Driver (Male). He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.

Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Driver (Male) will not be entitled for contractual amount for the period of absence from duty.

An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative

7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Govt. authorized/registered Medical Practitioner.

8. Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the

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lifed, Total Countries

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-452-The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd. Recruitment and Promotion Rules for the Post of Junior Office Assistant (IT) (Non-Gazetted) Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

1. Name of Post. Junior Office Assistant (IT)

Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service
 Committee of the Federation from time to time.

3. Classification.—Class-III (Non-Gazetted)

4. Scale of Pay .-

(i) Pay scale for regular incumbents: 5910-20200 + 1950/-Grade Pay

(ii) Emoluments for contract employees:

7860/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.

Whether "Selection" post or "Non-Selection" post.—Not applicable.

Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other estegories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh Government.

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

> 1. Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be

> Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruit(s). i. Essential Qualification(s):

10+2 from a recognized Board of School Education/University.

One year Diploma in Computer Science/Computer Application/Information Technology from a recognized University/Institution.

Computer typing speed of 30 words per minute in English or 25 words per minute in Hindi.

Almagor The H.P. St. Co-ep. Mills Producers Federation Ltd. FOTH SUPELA-171011

1000 Assistant Controller (F&A) H.P. Milkfed, Totu, Shimla-17 minimum of pay scale.

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9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual appointee(s).

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR

1.		
	(Name and full address)	
	(ivalite distributions)	(Signature of first party).
2.		
	***************************************	
	***************************************	(Signature of first party).
IN T	THE PRESENCE OF WITNESS:	(organization and provide
1.		
	(Name and full address)	
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2.0	***************************************	

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10+2 from a recognized Board of School Education/University
'O' or 'A' level Diploma from National Institute of Electronics & Information Technology (NIELIT).

Computer typing speed of 30 words per minute in English or 25 words per minute in Hindi.

OR

10+2 from a recognized Board of School Education/University.

Diploma in Information Technology (IT) from a recognized ITI/Institution

Computer typing speed of 30 words per minute in English or 25 words per minute in Hindi.

The candidate should have passed Matriculation and 10+2 from any School/Instauration situated within Himachal Pradesh.

Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).—Age: Not applicable.

Educational Qualification: Not applicable

9. Period of probation, if any.-Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing,

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service that the contract of th conditions as specified in the said colum

11. In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.

12. If a Departmental Promotion committee exists, what is its composition?—Not

13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.required under the Law

14. Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.

15.Selection for appointment to post by sligher recruitment.—Selection for appointment to the

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post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as

#### 15-A. Selection for appointment to the post by contract appointment.-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:

(I) Concept.—(a) Under this policy the Junior Office Assistant (IT), in the H.P. Stale Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended

- (b) Post falls within the purview of H.P. Staff Selection Commission.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Selection Commission, Hamirpur.
- (c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P
- (II) Contractual Emoluments.— The Junior Office Assistant (II) appointed on contract basis will (II) Contraction Emotiments.— The Junior Unice Assistant (11) appointed on contract basis will be paid consolidated fixed contractual amount @ 7860/- per mouth (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.236/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/sylbuse etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamipur.
- (V) Committee for selection of Contractual Appointments.—As may be constituted by the confermed recruiting agency i.e. II.P.S.S.C. Hamirpur from time to time.
  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure—B" appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 7860½ per month (which shall be equal to minimum of the pay band | grade pay) plus any be entitled for increase in contract depointee will be entitled for increase in contractual amount @ 236½ (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc.
  - (a) The service of the contract appointee will be purely on temporary basis. The appointment

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ANNEXURE-B

Form of contract/agreement to be executed between the Junior Office Assistant (IT) and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

This agreement is made on this ------day of ----- in the year----R/O--octived: SHESHI.

contract appointee (hereinafter called the First Party) AND the Managing Director, Himachal Pradesh State
Cooperative Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Junior Office Assistant (IT) on contract basis on the following terms & conditions :-

- 1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Junior Office Assistant (IT) for a period of one year commencing on --duy of ——and ending on the ——day of ——It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall Ipso facto stand terminated on the last working day i.e. on \_\_\_\_\_ and information notice shall not be necessary.
  - Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.
- The contractual amount of the FIRST PARTY will be Rs. 7860/- per month+any enhancement The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.
- 4. Contractual Junior Office Assistant (IT) will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one syear. No leave of any kind is admissible to the contractual Junior Office Assistant (IT). He/She will not be entitled for Medical Reimbursement and LTC ctc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Junior Office Assistant (IT) will not be entitled for contractual amount for the period of absence from duty.
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt. authorized/ registered Medical Practitioner
- 8. Contract appointee shall be entitled for TA/DA if gequired to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the

poll The H.P. State Producers Federation Ltd. FOTU, SHIMLA-17100

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is liable to be terminated in case the performance/conduct of the contract appointee is not

- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
- (e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.
- (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay scale.
- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in
- Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time
- Departmental Examination.—Not applicable.
- Power to relax.-Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

The H.P. Star TOTU, SHIMLA-171011

minimum of pay scale.

9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual appointee(s).

IN	HANDS THE DAY, MONTH AND YEAR THE PRESENCE OF WITNESS:	
1.		80.71
	(Name and full address)	
2.		(Signature of first party).
IN T	THE PRESENCE OF WITNESS:	(Signature of first party).
1.	***************************************	
uvo so	(Name and full address)	
2.		(Signature of Second party)
5		(Signature of Second party)

TOTU. SHIMLA-17101E

### The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Clerk-Cum-Typist, Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

Clerk-Cum-Typist

Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service
 Committee of the Federation from time to time.

3. Classification.—Class-III (Non-Gazetted)

4. Scale of Pay.— (i) Pay scale for regular incumbents:

5910-20200+ 1900/-Grade Pay (ii)

Emoluments for contract employees: — 7810/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.

5. Whether "Selection" post or "Non-Selection" post.—Not applicable.

Age for direct Recruitment.—Between 18 and 45 years;

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

1. Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or us the case

Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruit(s) .-

i. Essential Qualification(s): The candidate should possess Graduate with typing speed of 30 w.p.m. in English or 25 w.p.m. in Hindi respectively.

> OR Commerce Graduates Managing Direc Producers Federation Ltd. TOTU, SHIMLA—171011

-275-14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.

15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Commission/other recruiting authority as the case may be.

15-A. Selection for appointment to the post by contract appointment,-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:-

(I) Concept.—(a) Under this policy the Clerk-cum-Typist, in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year, which may be extended on year to year basis,

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

(b)Post falls within the purview of H.P. Staff Selection Commission.— The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. II.P. Staff Selection Commission, Hamirpur.

(c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P Rules.

(II) Contractual Emoluments.— The Clerk-cum-Typist appointed on contract basis will be paid consolidated fixed contractual amount @ 7810/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An pay onato 7 grade pay and any construction in formed by the black of the post) as annual increuse in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond

(III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.

(IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur

(V) Committee for selection of Contractual—As may be constituted by the concerned recruiting agency .e. H.P. Staff Selection Commission, Hamirpur from time to time.

(VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure-"B" appended to these Rules.

(VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount (3810). per month (which shall be equal to minimum of the pay band + grade pay) plus any be entitled for increase in contract appointee will be entitled for increase in contractual amount (2) 234; - (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc.

(a) The service of the contract appointee will be purely on temporary basis. The appointment is

The II.P. State Opp. Mills TOTU, SHIMLA-171011

-274-459-OR 10+2 with typing speed of 30 w.p.m. in English or 25 w.p.m. in Hindi respectively with 02 years experience of working in Govt./Commercial Organization/Cooperative Sector on Daily wages Clerk.

The candidate should have passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s) .- Age: Not applicable.

Educational Qualification: Not applicable.

9.Period of probation, if any.—Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% By direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column. 10% By Promotion on Seniority-cum-Merit basis from amongst the class-IV officials who have passed 10+2 examination or its equivalent from a recognized Board of School Education/University and possess five years regular service or regular combined with continuous Adhoc service rendered, if any, in the grade

Provided that if a Class-IV official is otherwise eligible to be promoted to the post of Clerk with the qualification Matric or Hindi Rattan with Matric (English) then he will be so promoted but shall have to acquire the qualification of 10+2 standard within 03 years, if the candidate fails to acquire the 10+2 qualification by 31.12.2011, then he shall be reverted from Clerk to the class-IV post.

Provided further that all the class-IV officials so promoted as Clerks will qualify the typing test with Provided further that all the class-IV officials so promoted as Clerks will qualify the typing test with a minimum speed of 30 words per minute in English Typewriting or 25 words per minute in Hindi Typewriting within the probation period which will be conducted by the concerned Departments and the incumbents will get three chances during the probation period. If the candidates failed to qualify the typing test within the prescribed period, their probation period will be extended. During this period the incumbents will get one more chance. If the candidates still failed to qualify the typing test in the extended period, they will be reverted from Clerk to Class-IV post. For the purpose of promotion a combined seniority of cligible Class-IV officials on the basis of length of service withfoul disturbing their capte wise inter-se-seniority shall be proscribed. without disturbing their cadre wise inter-se-seniority shall be prescribed.

In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.-Not applicable

12.If a Departmental Promotion committee exists, what is 'ts composition?—The Managing Director shall have the powers to form the Selection Committee of atleast 03 officers of the

13.Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As required under the Law.

KULL The H.P. State Co Producers Federation Ltd. FOTU, SHIMLA-171011

liable to be terminated in case the performance/conduct of the contract appointee is not found

- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- (e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.
- (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay
- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
  - 16. Reservation.—The appointment to the scrvices shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
  - 17. Departmental Examination.—Not applicable.
  - 18. Power to relax.-Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

The H.P. State Comm Producers Federation Ltd. FOTU, SHIMLA-171011

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-- - 297 ANNEXURE-B

Form	of	contract/agreement	to	be	executed	between	the	Clerk-cum-Typist	and	the	Managing
Direct	or,	H.P. State Co-Operat	ive	Mi	lk Produce	ers' Feder	ation	Ltd.			, p

This agreement is made on thisday of in the year
between Shri/SmtR/O
contract appointed (hereinafter called the First Party) AND the Managing Director, H.P. State Conversal
Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Clerk-cum-Typist on contract basis on the following terms & conditions :

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Clerk-cum-Typist for a period of one year commencing on --day of -----and ending on the -day of \_\_\_\_\_and ending on the \_\_\_\_day of \_\_\_\_\_. It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall lipso factostand terminated on the last working day i.e. on \_\_\_\_ and information potics shall up to be a contract of the state of the s information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

2. The contractual amount of the FIRST PARTY will be Rs. 7810/- per month-any enhancement notified by the State Government for contract employees from time to time.

The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be reminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged

- 4. Contractual Clerk-cum-Typist will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Clerk-cum-Typist. He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Clerk-cum-Typist will not be entitled for contractual amount for the period of absence from duty.
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.
- Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt. authorized/ registered Medical Practitioner
- Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale.

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WILLS

-46A-The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Security Assistant, Class-III, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- 1. Name of Post-Security Assistant
- Number of Post(s).—As sunctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time.
- 3. Classification.—Class-III (Non-Gazetted)
- Scale of Pay.— (i) Pay scale for regular incumbents:
  - 5910-20200+1900/-Grade Pay
  - Emoluments for contract employees:— 7810/-+ Enhancements notified by the state Govt, from time to time as
- detailed in Column 15-A. 5. Whether "Selection" post or "Non-Selection" post.—Not applicable.
- Age for direct Recruitment,—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basi

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations' Autonomous Bodies at the time of initial of such constitutions of such Corporations' Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

eret. Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the ease may be.

Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruit(s),-

i. Essential Qualification(s): Ex-Serviceman not below the Rank of NCO and should be Matriculate.

The candidate should have passed Matriculation and 10+2 from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bapafide Himachalis.

Managing Director.
The H.P. State Chap
Producers Federalia

(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal

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-463-9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

IN THE	PRESENCE OF WITNESS:	
1.	***************************************	
	(Name and full address)	
2.		(Signature of first party).
1.7%		
IN THE	PRESENCE OF WITNESS:	(Signature of first party).
1.		
	(Name and full address)	
2.	***************************************	(Signature of Second party)
- and the same of	***************************************	

hone Assistant Crusheller (F&A) H.P. Millefee, Tota, Shimla-11 Producers Federation Ltd. TOTU. SHIMLA—1710IL

-465-Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s) .- Age: Not applicable

Educational Qualification: Not applicable

- 9.Period of probation, if any.-Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.
- 10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% By direct recruitment on a regular basis or by recruitment on contract basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.
- In ease of recruitment by promotion, deputation, transfer, grade from which tion/deputation/transfer is to be made.—Not applicable.
- 12.If a Departmental Promotion committee exists, what is its composition?—The Managing Director shall have the powers to form the Selection Committee of atleast 03 officers of the Federation.
- 13.Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As required under the Law
- 14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.
- 15. Selection for appointment to post by direct recruitment. Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllubus etc. of which will be determined by the Commission/other recruiting authority as the case may be.

15-A. Selection for appointment to the post by contract appointment.-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:

(I) Concept.—(a) Under this Policy the Security Assistant, in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year, which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

(b)Post falls within the purview of H.P. Staff Selection Commission. The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. after obtaining the approval of the Government to fill up the vacant posts on contract basis will place the requisition with the concerned recruitment agency i.e. H.P. Staff Selection Commission, Hamirpur.

Managing Pricetor.
The H.P. Stand Community Producers Federation Ltd.
TOTU, SHIMLA—171011
H.P. Malland

- 466-

(c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P

(II) Contractual Emoluments.— The Security Assistant appointed on contract basis will be paid (II) Contractual Emoluments.— The Security Assistant appointed on contract basis will be paul consolidated fixed contractual amount @ 7810/-per month (which shall be equal to minimum of the pay band \*\* grade pay) and any enhancement notified by the State Government from time to fine. An amount of Rs.234/- (3% of the minimum of pay band \*\* grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond

(III) Appointing/Disciplinary Authority.—The Managing Director, II.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.

(IV) Selection Process.—Selection for appointment to the post in the case of contract appointment will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur

(V) Committee for selection of Contractual—As may be constituted by the concerned recruiting agency i.e. H.P. Staff Selection Commission, Hamirpur from time o time.

(VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure-B" appended to these Rules.

(VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 7810/- per month (which shall be equal to minimum of the pay band + grade pay) plus any enhancement notified by the state Government for contract employees. The contract appointee will be entitled for increase in contractual amount @ 234/- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc.

(a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory.

(b) Contract appointee will be entitled for one day casual leave after putting one month service. This Space can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.

(c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.

- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- (e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined

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ANNEXURE-B

Form of contract/agreement to be executed between the Security Assistant and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

This agreement is made on this --day of -- in the yearbetween Shri/Smt. ------R/O-contract appointee (hereinafter called the First Party) AND the Managing Director, H.P. State Cooperative Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Security Assistant on contract basis on the following terms & conditions:

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Security Assistant for a period of one year commencing on ---day of \_\_\_\_\_and ending on the \_\_\_\_\_day of \_\_\_\_\_. It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall post factostand terminated on the last working day i.e. on \_\_\_\_ and information policy that me he processed in the last working day i.e. on \_\_\_\_ and information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

2. The contractual amount of the FIRST PARTY will be Rs.7810/- per month+any enha

The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract,

- Contractual Security Assistant will be entitled for one day cusual leave after putting in one month
  service. This leave can be accumulated up to one year. No leave of any kind is admissible to the
  contractual Security Assistant. He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- 5. Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Security Assistant will not be entitled for contractual amount for the period of absence from duty.
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt. authorized/ registered Medical Practitioner.
- 8. Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale. coor Att

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for the fitness from an authorized Medical officer/Practitioner. (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her

official duties at the same rate as applicable to regular counterpart official at the minimum of pay

(g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.

16.Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.

17.Departmental Examination.—Not applicable.

18.Power to relax.—Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

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- 469= 9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

1.		
	(Name and full address)	(Signature of first party)
2.		(v.Burana in the A.A.)
IN T	THE PRESENCE OF WITNESS:	(Signature of first party)
1.		
	(Name and full address)	
2.	***************************************	(Signature of Second party)
perative.	1	MA-
	(3)	too. hour

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#### The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Dairy Helper (Non-Gazetted) Class-IV, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- 1. Name of Post,-Dairy Helper
- Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time.
- 3. Classification.—Class-IV (Non-Gazetted)
- Scale of Pay.—(i) Pay scale for regular incumbents: 4900-10680+1300/-Grade Pay
  - (ii) Emoluments for contract employees:—
     6200/+ Enhancements notified by the state Govi. from time to time as detailed in Column15-A.
  - Emoluments on Daily wages employees:
    The rate of daily wages for the post of Dairy Helper, Notified by the State Government from time to time
- Whether "Selection" post or "Non-Selection" post.—Not applicable.
- Age for direct Recruitment.—Between 18 and 45 years.

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoe or on contract hasis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /shc was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age, concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who require the public service of much Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

Age limit for direct recruitment will be reckoned on the first day of the year in which the 
post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.

Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7. Minimum educational and other qualifications required for direct recruit(s).

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extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- (b) Post falls within the purview of H.P. Staff Selection Commission. N.A.
- (c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P
- (II) Contractual Emoluments.— The Dairy Helper appointed on contract basis will be paid consolidated fixed contractual amount @ 6200/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs. 186/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment or daily wages basis will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee of the Federation.
- (V) Committee for selection of Contractual/ Daily wages Appointments.—As may be constituted by the Managing Director, H.P. Milkfed.

of the иманадия этеснит, г.н.г. миклен. (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexuro-"B" appended to these Rules.

(VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount (@ 6200)- per month (which shall be equal to minimum of the pay band + grade pay) plus any benancement notified by the state Government for contract employees. The contract pay plus appointee will of the post) for further extended years and no other allied benefits such as senior/selection scales etc.

- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory .
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This feave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity ave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of An official appointed on commet basis who has completed five years tenure at one prace of posting will be eligible for transfer an need based basis wherever required on administrative Managing Director.

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Assistant Controller (F&A) H.P. Mill (ad, 10to, Shonle-1)

471-Essential Qualification(s): Matric or Middle with 02 years experience of working in Chilling Plant/Dairy Plant/Laboratory/Store/Secretary of a Village Dairy Cooperative Society.

The candidate should have passed Middle or Matriculation from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

- (b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
- 8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in he case of the promote (s) .- Age: Not applicable.

Educational Qualification: Not applicable.

- 9.Period of probation, if any.-Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.
- 10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract busis or daily wages basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.
- 11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.
- 12.If a Departmental Promotion committee exists, what is its composition?—Not applicable
- ISCircumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As required under the Law.
- 14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.
- 15. Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee constituted by the Managing Director, H.P. Milkled.
- 15-A. Selection for appointment to the post by contract appointment.-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:-

(I) Concept.—(a) Under this policy the Dairy Helper, in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be

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- (e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.
- (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay
- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
  - 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
  - 17. Departmental Examination.—Not applicable.

18.Power to relax.-Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

Producers Federation Ltd. FOTU, SHIMLA-171011

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-474-	1	ANNEXURE-

Form of contract/agreement to be executed between the Dairy Helper and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

This agreem	ent is made on thisday of in the year
between Shri/Smt.	R/O
contract appointee	hereinafter called the First Party) AND the Managing Director, Himachal Pradesh State
Co-Operative Milk	Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Dairy Helper on contract basis on the following terms & conditions

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Dairy Helper for a period of one year commencing on day of \_\_\_\_\_\_and ending on the \_\_\_\_\_day of \_\_\_\_\_. It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall Ipso factostand terminated on the last working day i.e. on \_\_\_\_\_ and information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

2. The contractual amount of the FIRST PARTY will be Rs. 6200/- per month+any enhancement

notified by the State Government for contract employees from time to time.

The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.

Contractual Dairy Helper will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Dairy Helper. He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.

5. Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Dairy Helper will not be entitled for contractual amount for the period of absence from duty.

6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative

Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Govt. authorized/registered Medical Practitioner,

8. Contract appointee shall be entitled for TA/DA if required to go on tour in conn his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale.

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## The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Peon (Non-Gazetted) Class-IV, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

Peon

2. Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time.

Classification.—Class-IV (Non- Gazetted)

(i) Pay scale for regular incumbents: 4900-10680+ 1300/-Grade Pay

(ii) Emoluments for contract employees:—
6200/-+ Enhancements notified by the state Govt, from time to time as detailed in Column 15-A

(iii) Emoluments on Daily wages employees:—
The rate of daily wages for the post of Peon, Notified by the State Government from time to time

5. Whether "Selection" post or "Non-Selection" post.—Not applicable.

Age for direct Recruitment.—Between 18 and 45 years;

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies and be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous Bodies and who nowers, or aumissing to such sum of the runne sector corporations. Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is are advertised for inviting applications or notified to the Employment Exchange or as the case

Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7.Minimum educational and other qualifications required for direct recruit(s)

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-475-9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

	HE PRESENCE OF WITNESS:	
1.	***************************************	
	(Name and full address)	701
2.		(Signature of first party).
IN T	THE PRESENCE OF WITNESS:	(Signature of first party).
1.		
	(Name and full address)	(Signature of Second party)
2.	***************************************	
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	Producers Federation Ltd. FOTO, SHIMLA-171011	Assistant Centroller (F&A) H.P. Milkfed, Totu, Shimla-11

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Essential Qualification(s): Matric or Middle preference will be given to person having atleast 03 years experience of working with Village Dairy Cooperative Societies

The candidate should have passed Middle or Matriculation from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).-Age: Not applicable

Educational Qualification: Not applicable.

9.Period of probation, if any .- Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing,

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis or daily wages basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.

11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.

12.If a Departmental Promotion committee exists, what is its composition?—Not applicable.

13.Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.required under the Law

14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.

15. Selection for appointment to post by direct recruitment.—Selection for appointment to the postain the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee constituted by the Managing Director, H.P. Milkfed.

15-A. Selection for appointment to the post by contract appointment.

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:

(I) Concept.—(a) Under this policy the Peon in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year, which may be extended on year to year basis.

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Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- (b) Post falls within the purview of H.P. Staff Selection Commission.  $-N.A. \label{eq:commission}$
- (c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P
- (II) Contractual Emoluments.— The Peon appointed on contract basis will be paid consolidated fixed contractual amount @ 6200/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of grade pay and any enamediatin notice of the pay of the post) as annual increase in contractual Rs.186/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment or daily wages basis will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee of the Federation.
- (V) Committee for selection of Contractual/ Daily wages Appointments.—As may be constituted by the Managing Director, H.P. Milkfied.

  (YI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per AnnexureB" appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 6200- per month (which shall be equal to minimum of the pay band + grade pay) plus any be entitled for increase in contract tangent for contract employees. The contract appointee will of the post) for further extended years and no other allied benefits such as senion/selection scales etc.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is hable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory .
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave fan be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/she shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative

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ANNEXURE-B

Form of contract/agreement to be executed between the Peon and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

	This agreement is made on thisday ofin the year
xetwee	Shri/SmtR/O
contrac Co-Ope	appointee (hereinafter called the First Party) AND the Managing Director, Himachal Pradesh Sta rative Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Peon on contract basis on the following terms & conditions:

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Peon for a period of one year commencing on --day of \_\_\_\_\_and ending on the \_\_\_\_\_day of \_\_\_\_\_. It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall Ipso factostand terminated on the last working day i.e. on \_\_\_\_\_and information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- The contractual amount of the FIRST PARTY will be Rs. 6200/- per month+any enhancement
- notified by the State Government for contract employees from time to time.

  The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was
- Contractual Poon will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Poon. He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- 5. Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Peon will not be entitled for contractual amount for the period of absence from duty.
- An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt. authorized/ registered Medical Practitioner.
- 8. Contract appointee shall be entitled for TA/DA if required to go on tour in connection with Contact, appointer stant to entitled for 12004 if required to go on four in connection with his/hor official duty at the same rate as applicable to regular counter part official at the minimum of pay scale.

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(c) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.

(I) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay

- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
  - 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time
  - Departmental Examination.—Not applicable.

18. Power to relax.—Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Prudesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

> Managing Director The H.P. State Co-op. Mills Producers Federation Ltd. TOTU, SHIMLA-1710M

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9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual appointce(s)

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR

	THE PRESENCE OF WITNESS:	
1.		
	(Name and full address)	
2.		(Signature of first party)
INT	THE PRESENCE OF WITNESS:	(Signature of first party)
1.	***************************************	
	(Name and full address)	(Signature of Second party
uve Sc		1.03
		(Signature of Second party)
0.7	I. Ather	
	Managing Director. The H.P. State Co-op. Mills Freducers Federation	horus
	Producers Federano Ltd.	Assistant Controller (F&A)

# -482- -297 The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Chowkidar (Non-Gazetted) Class-IV, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- 1. Name of Post.
- 2. Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time
- Classification.—Class-IV (Non- Gazetted)
- Scale of Pay.— (i) Pay scale for regular incumbents:
  - 4900-10680+ 1300/-Grade Pay 6200/+ Enhancements notified by the state Govt, from time to time as (ii)
  - (iii) Emoluments on Daily wages employees: The rate of daily wages for the post of Chowkidar, Notified by the State Government from time to time
- Whether "Selection" post or "Non-Selection" post.—Not applicable.
- Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become over-age on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed are corposation in direct recruitment as admirable to Corporations/Autonomous Bodies and Bodi Boules at the time of initial of such constitutions of such corporations/Autonomous footies some of anowed age concession in direct recruitment as admissible to Government servants. This concession will not however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.

Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Peadesh Public Service Commission in case the candidate is otherwise well

> Managing Discot.
> The H.P. State Co-op. Mills
> Producers Federation Ltd. TOTU. SHIMLA-1710LL

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Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- (b) Post falls within the purview of H.P. Staff Selection Commission -- N.A.
- (c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P
- (II) Contractual Emoluments.— The Chowkidar appointed on contract basis will be paid consolidated fixed contractual amount @ 6200/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.186/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment or daily wages basis will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee of the Federation.
- (V) Committee for selection of Contractual/ Daily wages Appointments.—As may be constituted
- by the Managing Director, H.P. Milkfed.

  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexuro
  "By appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 6200/- per month (which shall be equal to minimum of the pay band + grade pay) plus any chancement notified by the state Government for contract employees. The contract appointee will be entitled for increase in contractual amount @ 186/- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc. will be given.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity ave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis was has completed five years tenure at one place of The He. S. Preducery Freducery Freducery

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7. Minimum educational and other qualifications required for direct recruit(s),-

(a) i. Essential Qualification(s): Matric or Middle with 02 years experience of working in Chilling Plant/Dairy Plant/Laboratory/Store/Secretary of a Village Dairy

The candidate should have passed Middle or Matriculation from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

(b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachai Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.

8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).-Age: Not applicable.

Educational Qualification: Not applicable.

9.Period of probation, if any.-Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.

10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis or daily wages basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.

11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.

12.If a Departmental Promotion committee exists, what is its composition?—Not applicable.

13.Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As sequired under the Law.

14. Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.

15. Selection for appointment to post by direct recruitment. Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee constituted by the Managing Director, H.P. Milkfed.

15-A. Selection for appointment to the post by contract appointment,—

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:--

(I) Concept.—(a) Under this policy the Chowkidar, in the H.P. State Co-Operative Milk Producers'

The Is in Business Discount of the H.P. State Co-Operative Milk Producers'

Managing Director
The H.P. State Co-up. Mills
Producers Federation Ltd.
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posting will be eligible for transfer on need based basis wherever required on administrative grounds.

(e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.

(f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay

(g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointces. They will be entitled for emoluments etc. as detailed in this column.

16.Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.

17.Departmental Examination.—Not applicable.

18. Power to relax.—Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

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The H.P. State Co-op. Mill Producers Federation Ltd.
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Form of contract/agreement to be ex State Co-Operative Milk Producers'	ecuted between the Chowkidar and the Managing Director, H.P.
State Co-Operative Milk Producers'	Federation Ltd

This agreement is made on this ---day of ---- in the year-hetween Shri/Smt. --------R/O---obtween Sunsonn.

Contract appointee (hereinafter called the First Party) AND the Managing Director, Himachal Pradesh State
Co-Operative Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Chowkidar on contract basis on the following terms & conditions:

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Chowkidar for a period of one year commencing on day of \_\_\_\_and ending on the \_\_\_\_day of \_\_\_\_\_. It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall Ipso factostand terminated on the last working day i.e. on \_\_\_\_\_and information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

The contractual amount of the FIRST PARTY will be Rs. 6200/- per month+any enhancement

notified by the State Government for contract employees from time to time.

The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointed is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was

- Contractual Chowkidar will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Chowkidar. He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Chowkidar will not be entitled for contractual amount for the period of absence from duty.
- An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt. authorized/registered Medical Practitioner

Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale. Athe

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The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Mali, (Non-Gazetted) Class-IV, in the II.P. State Co-Operative Milk Producers' Federation Ltd.

- 1. Name of Post. Mali
- 2. Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time.
- 3. Classification.—Class-IV (Non- Gazetted)
- 4. Scale of Pay.—(i) Pay scale for regular incumbents:

4900-10680= 1300/-Grade Pay Emoluments for contract employees: 6200/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.

Emoluments on Daily wages employees:

The rate of daily wages for the post of Mali, Notified by the State (iii) Government from time to time

- 5. Whether "Selection" post or "Non-Selection" post. -Not applicable.
- Age for direct Recruitment,-Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruirment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who produces finally absorbed in the service of such Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

- Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange
- Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well
- 7.Minimum educational and other qualifications required for direct recruit(s).

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9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual appointee(s)

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IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE W

1,	***************************************	
	(Name and full address)	
2.		(Signature of first party).
IN T	THE PRESENCE OF WITNESS:	(Signature of first party).
1.	THE STATE OF WITHEST	
	(Name and full address)	
2.	Military and a second	(Signature of Second party)
rative	200	(Signature of Second party)
	he Atte	77
	Managing Director. The 14.9. Stair Co-sp. Mills Producers Federation Led., FOTU, SHARLA—1710H.	Assistant Confroller (F&A) H.P. Milkfed, Totu, Shimla-11

Essential Qualification(s): Matric or Middle with 02 years experience of working in Chilling Plant/Dairy Plant/Laboratory/Store/Secretary of a Village Dairy Cooperative Society.

The candidate should have passed Middle or Matriculation from any School/Institution situated

Provided this condition shall not apply to Bonafide Himachalis.

- (b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
- 8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).—Age: Not applicable.

Educational Qualification: Not applicable.

- 9.Period of probation, if any.-Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.
- 10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis or daily wages basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.
- 11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable
- 12.If a Departmental Promotion committee exists, what is its composition?—Not
- 13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As

14. Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.

15. Selection for appointment to post by direct recruitment. Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee constituted by the Managing Director, H.P. Milkfed.

15-A. Selection for appointment to the post by contract appointment.-

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:-

(I) Concept.—(a) Under this policy the Mali, in the H.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year; which may be extended on

Managing Director.
The H.P. Stute op. Min Producers Federation Ltd. FOTU, SHIMLA-171011

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- (b) Post falls within the purview of H.P. Staff Selection Commission.—N.A.
- (c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P
- (II) Contractual Emoluments.— The Mali appointed on contract basis will be paid consolidated fixed contractual amount & 6200°, per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.186/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual oluments for the subsequent year(s) will be allowed if contract is extended beyond one year.
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority,
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment or daily wages basis will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee of the Federation.
- (V) Committee for selection of Contractual/ Daily wages Appointments.—As may be constituted the Managing Director, H.P. Milkfed. by the Managing Director, H.P. Milkted.

  (V) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure"B" appended to these Rules.

- (VII) Terms and Conditions.—(a) The contract appointer will be paid fixed contractual amount @ 6200f- per month (which shall be equal to minimum of the pay band + grade pay) plus any enhancement notified by the state Government for contract employees. The contract proporties will be entitled for increase in contractual amount @ 186v. (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is hable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory .
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity ave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative

Managing Directory
The H.P. State Comp Mills TOTO, SHIMLA-171011

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ANNEXURE-B.

Form of contract/agreement to be executed between the Mali and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

This agreement is made on this ---day of ---- in the yearhetween Shri/Smt. ----------R/O--contract appointee (hercinafter called the First Party) AND the Managing Director, Himachal Pradesh State Co-Operative Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Mali on contract basis on the following terms & conditions:—

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Mali for a period of one year commencing on ---and ending on the -day of \_\_\_\_\_and ending on the \_\_\_\_day of \_\_\_\_\_ It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall Ipso factostand terminated on the last working day i.e. on \_\_\_\_ and information notice shall not be recovered. information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- The contractual amount of the FIRST PARTY will be Rs. 6200/- per month+any enhancement notified by the State Government for contract employees from time to time.

  The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to
- be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.
- 4. Contractual Mali will be entitled for one day cusual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Mali. He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- 5. Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Mali will not be entitled for contractual amount for the period of absence from duty.
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
- 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Govt. authorized/ registered Medical Practitioner.
- 8. Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay scale,

Manoging Director Allanding Director Mile Producers Federation Ltd. was, Assistant Controller (F&A) ILP, Milkfed, Totu, Shimle-1:

(c) Selected candidate will have to submit a certificate of his/her fitness from Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unlit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.

(f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay

- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
  - 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time
  - 17. Departmental Examination.—Not applicable.

18. Power to relax.-Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).

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9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual appointee(s).

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

IN 7	THE PRESENCE OF WITNESS:	
1.	H42004	
	(Name and full address)	
2.		(Signature of first party).
		(Signature of first party).
	THE PRESENCE OF WITNESS;	(Signature of first party).
1.		
	(Name and full address)	
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rative so	3	(Signature of Second party)
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	Managing Director	Moran

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#### The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Cleaner (Non-Gazetted) Class-IV, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- 1. Name of Post .-Cleaner
- Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time.
- 3. Classification.—Class-IV (Non- Gazetted)
- 4. Scale of Pay.— (i) Pay scale for regular incumbents:

4900-10680+ 1300/-Grade Pay

(ii) Emoluments for contract employees:-6200/-+ Enhancements notified by the state Govt. from time to time as detailed in Column 15-A.

Emoluments on Daily wages employee The rate of daily wages for the post of Cleaner, Notified by the State Government from time to time

5. Whether "Selection" post or "Non-Selection" post.—Not applicable.

6. Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basis.

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointr

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh Government.

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations' Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies

- Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.
- 2. Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7.Minimum educational and other qualifications required for direct recruit(s).

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year to year basis.

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Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- (b) Post falls within the purview of H.P. Staff Selection Commission .- N.A.
- (c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P
- (II) Contractual Emoluments.— The Cleaner appointed on contract basis will be paid consolidated fixed contractual amount @ 6200/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.186/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment or daily wages basis will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee of the Federation.
- (V) Committee for selection of Contractual/ Daily wages Appointments.—As may be constituted by the Managing Director, H.P. Milkfed.

  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure"B" appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 6200/: per month (which shall be equal to minimum of the pay band + grade pay) plus any enhancement notified by the state Government for contract employees. The contract employees. The contract employees are contractual amount @ 186-7. (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/Shc shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative Atter

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Assistant Controller (F&A) H.P. Milkfed, Total, Shimia-11

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Essential Qualification(s): Matric or Middle with 02 years experience of working in Chilling Plant/Dairy Plant/Laboratory/Store/Sceretary of a Village Dairy Cooperative Society.

The Candidate should have Valid Conductor Licence issued by competent ii. authority. The candidate should be physically fit for which physical test will be conducted.

The candidate should have passed Middle or Matriculation from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

- (b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
- 8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).-Age: Not applicable

Educational Qualification: Not applicable

- 9.Period of probation, if any.—Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing,
- 10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis or daily wages basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.
- 11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable
- 12.If a Departmental Promotion committee exists, what is its composition?-Not
- 13. Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment,-As required under the Law
- 14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.
- 15. Selection for appointment to post by direct recruitment, -- Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee constituted by the Managing Director, H.P. Milkfed.

15-A. Selection for appointment to the post by contract appointment.—

Notwithstanding anything contained in these rules, contract appointments to the pust will be made subject to the terms and conditions given below:-

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pole Assistani Controller (F&A) H.P. Miking, Totu, Shimta-11

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- (c) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.
- (f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay
- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
  - 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
  - 17. Departmental Examination.—Not applicable.
- 18. Power to relax.—Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these sules with respect to any class or category of person(s) or post(s).

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Managing Director. The H.P. State Co-op. Mill Producers Federation Ltd. TOTU, SHIMLA-17101E

Assistant Controller (F&A) H.P. Milkled, Totu, Shimla-11

This agreement is made on this ------- in the year------day of ---between Shri/Smt. ----R/O--between SHIVSHIL.

contract appointee (hereinafter called the First Party) AND the Managing Director, Himachal Pradesh State
Co-Operative Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Cleaner on contract basis on the following terms & conditions :-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Cleaner for a period of one year commencing on --day of -----and ending day of \_\_\_\_\_and ending on the \_\_\_\_\_day of \_\_\_\_\_. It is specifically mentioned and agreed upon by both the parties that the contract of the FIRST PARTY shall Ipso factostand terminated on the last working day i.e. on \_\_\_\_\_and information notice shall not be necessary.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

2. The contractual amount of the FIRST PARTY will be Rs. 6200/- per month-any enhancement notified by the State Government for contract employees from time to time.

The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to

be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was engaged on contract.

engages on contract.

Contractual Cleaner will be entitled for one day casual leave after putting in one month service.

This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Cleaner. He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.

5. Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Cleaner will not be entitled to for contractual amount for the period of absence from duty.

An afficial appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative

7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be revisited to the confinement of the co examined for the fitness from an authorized Govt. authorized/registered Medical Practitioner.

8. Contract appointce shall be entitled for TADA if required to go on tour in connection with Managing of the Same rate of applicable to regular counter part official at the Managing of the H.P. Silver Counter for the H.P. Silver Counter for the H.P. Silver Counter for the H.P. Silver for the F.S. A. H.P. Haster for the F.S. A.

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## The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd.

Recruitment and Promotion Rules for the Post of Sweeper, (Non-Gazetted) Class-IV, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

- 1. Name of Post. Sweeper
- 2. Number of Post(s).—As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time
- 3. Classification.—Class-IV (Non- Gazetted)
- 4. Scale of Pay.— (i) Pay scale for regular incumbents

4900-10680+ 1300/-Grade Pay

(ii) Emoluments for contract employees: 6200/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.

Emoluments on Daily wages employees:-The rate of daily wages for the post of Sweeper, Notified by the State Government from time to time

- Whether "Selection" post or "Non-Selection" post.—Not applicable.
- Age for direct Recruitment.—Between 18 and 45 years:

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoe or on contract basis

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Schoduled Castes/Schoduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh Government

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations' Autonomous Bodies at the time of initial of such constitutions of such Corporations' Autonomous Bodies and the allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations' Autonomous Bodies and who are faulty absorbed in the services of make Compensations' Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous after initial constitution of the Public Sector Corporations/Autonomous Bodies.

Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.

Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well

7. Minimum educational and other qualifications required for direct recruit(s).

Essential Qualification(s): Middle, He/she should be a bonafide Sweeper.

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minimum of pay scale.

9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual

IN WIT	NESS THE FIRST PARTY AND SECOND PA HANDS THE DAY, MONTH AND YEAR	RTY HAVE HEREIN TO SET THEIR FIRST, ABOVE WRITTEN
IN :	THE PRESENCE OF WITNESS:	
1.		
	(Name and full address)	
2.		(Signature of first party)
	**************************************	
	***************************************	
IN 1	HE PRESENCE OF WITNESS:	(Signature of first party).
1.		
	(Name and full address)	
		(Cignotum of Connet )

Managing Director, The H.P. State Co-op. Mills Producers Federation Ltd. TOTU, SHIMLA-171011

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(Signature of Second party)

The candidate should have passed Middle or Matriculation from any School/Institution situated within Himachal Pradesh:

Provided this condition shall not apply to Bonafide Himachalis.

- (b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
- 8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).-Age: Not applicable

Educational Qualification: Not applicable.

- 9.Period of probation, if any.—Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing.
- 10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis or daily wages basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-Λ and will be governed by the service conditions as specified in the said column.
- 11.In case of recruitment by promotion, deputation, transfer, grade from which promotion/deputation/transfer is to be made.—Not applicable.
- 12.If a Departmental Promotion committee exists, what is its composition?—Not applicable
- 13.Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment.—As required under the Law.

14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.

15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee constituted by the Managing Director, H.P. Milkfed.

15-A. Selection for appointment to the post by contract appointment.—

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:

—(a) Under this policy the Sweeper, in the H.P. State Co-Operative Milk Producers\* Federation Ltd. will be engaged on contract basis initially for one year, which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall

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issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- (b) Post falls within the purview of H.P. Staff Selection Commission. -N.A.
- (e) The selection will be made in accordance with the eligibility conditions prescribed in these R&P
- (II) Contractual Emoluments.— The Sweeper appointed on contract basis will be paid consolidated fixed contractual amount @ 6200/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.186/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond
- (III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority.
- (IV) Selection Process.—Selection for appointment to the post in the case of contract appointment or daily wages basis will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee of the Federation.
- (V) Committee for selection of Contractual/ Daily wages Appointments.—As may be constituted
- by the Managing Director, H.P. Milkfed.

  (VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexure—B" appended to these Rules.
- (VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 6200'- per month (which shall be equal to minimum of the pay band + grade pay) plus any be entitled for increase in contractual amount @ 186'- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior/selection scales etc.
- (a) The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory.
- (b) Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Re-imbursement and LTC etc. only maternity leave will be given as per rules.
- (c) Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.
- (d) An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative

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ANNEXURE-B

Form of contract/agreement to be executed between the Sweeper and the Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd

T	is agreement is made on thisday of in the year
between	Shri/Smt,R/O
contract a	ppointee (hereinafter called the First Party) AND the Managing Director, Himachal Pradesh Stat
Co-Opera	tive Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Sweeper Helper on contract basis on the following terms & conditions:

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a Sweeper for a period of one year commencing on --

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- The contractual amount of the FIRST PARTY will be Rs. 6200/- per month+any enhancement
- The contraction amount of the 1887 representation of the contract employees from time to time.

  The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found good or if a regular incumbent is appointed/posted against the vacancy for which the first party was
- 4. Contractual Sweeper will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Sweeper. He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- Unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Sweeper will not be entitled for contractual amount for the period of absence from duty.
- 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds
- Selected candidate will have to submit a certificate of bis/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be reexamined for the fitness from an authorized Govt. authorized/registered Medical Practitioner.
- 8. Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the Managing Division Tio II.P. Star Comm minimum of pay scale.

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(e) Selected candidate will have to submit a certificate of his/her fitness from a Government/Registered Medical Practitioner. Women candidate pregnant beyond 26 weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Medical officer/Practitioner.

(f) Contract appointee will be entitled to TA/DA if required to go on tour in connection with his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay

- (g) Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this column.
- The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
- 17.Departmental Examination.—Not applicable.

18. Power to relax. - Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with espect to any class or category of person(s) or post(s),

> Managing Dire The H.P. State Co. TOTU, SHIMLA-171041

torm ssistant Controller (FöA) Milkfed, Totu, Shimla-11

-505- --3200 9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual appointee(s).

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE

1.	16.7	
	(Name and full address)	
2.		(Signature of first party)
IN T	THE PRESENCE OF WITNESS:	(Signature of first party).
1.		
	(Name and full address)	
2.		(Signature of Second party)
	-	
		(Signature of Second party)
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#### The Himachal Pradesh State Co-Operative Milk Producers' Federation Ltd. Recruitment and Promotion Rules for the Post of Guest House Attendant (Non-Gazetted) Class-IV, in the H.P. State Co-Operative Milk Producers' Federation Ltd.

1. Name of Post .-Guest House Attendant

- 2. Number of Post(s). -As sanctioned and may be sanctioned by the BOD and Service Committee of the Federation from time to time.
- 3. Classification.—Class-IV (Non- Gazetted)

Scale of Pay .-

(i) Pay scale for regular incumbents: 4900-10680+ 1300/-Grade Pay

(iii) Emoluments for contract employees: 6200/-+ Enhancements notified by the state Govt. from time to time as detailed in Column15-A.

(iv) Emoluments on Daily wages employees: The rate of daily wages for the post of Guest House Attendant, Notified by the State Government from time to time

5. Whether "Selection" post or "Non-Selection" post.—Not applicable.

6. Age for direct Recruitment,-Between 18 and 45 years

Provided that upper age limit for direct recruits will not be applicable to the candidates already in service of the Government including those who have been appointed on adhoc or on contract basi

Provided further that if a candidate appointed on adhoc basis or on contract basis had become overage on the date he /she was appointed as such he/she shall not be eligible for any relaxation in the prescribed age limit by virtue of his/her such adhoc or contact appointment.

Provided further that upper age-limit is relaxable for Scheduled Castes/Scheduled Tribes/Other categories of persons to the extent permissible under the general or special order(s) of the Himachal Pradesh

Provided further that the employees of all the Public Sector Corporations and Autonomous Bodies who happened to be Government servants before absorption in Public Sector Corporations/ Autonomous Bodies at the time of initial of such constitutions of such Corporations/Autonomous Bodies shall be allowed age concession in direct recruitment as admissible to Government servants. This concession will not, however, be admissible to such staff of the Public Sector Corporations/ Autonomous Bodies and who are/were finally absorbed in the service of such Corporations/ Autonomous Bodies and who Public Sector Corporations/Autonomous Bodies. Public Sector Corporations/Autonomous Bodies.



1. Age limit for direct recruitment will be reckoned on the first day of the year in which the post(s) is/are advertised for inviting applications or notified to the Employment Exchange or as the case may be.

Age and experience in the case of direct recruitment, relaxable at the discretion of Himachal Pradesh Public Service Commission in case the candidate is otherwise well qualified.

7.inimum educational and other qualifications required for direct recruit(s).-

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i. Essential Qualification(s): Matriculation.

The candidate should have passed Matriculation or 10+\(\frac{1}{2}\) from any School/Instauration situated within Himachal Pradesh 103%

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(b) Post falls within the purview of H.P. Staff Selection Commission. - N.A.

(c) The selection will be made in accordance with the eligibility conditions prescribed in these R&P Rules.

(II) Contractual Emoluments.— The Guest House Attendant appointed on contract basis will be (II) Contractual E-monuments.— The Ouest Prouse Attendant appointed on contract Dasis Will be paid consolidated fixed contractual amount @ 6200/- per month (which shall be equal to minimum of the pay band + grade pay) and any enhancement notified by the State Government from time to time. An amount of Rs.186/- (3% of the minimum of pay band + grade pay of the post) as annual increase in contractual emoluments for the subsequent year(s) will be allowed if contract is extended beyond one year.

(III) Appointing/Disciplinary Authority.—The Managing Director, H.P. State Co-Operative Milk Producers' Federation Ltd. H.P. will be appointing and disciplinary authority

(IV) Selection Process,-Selection for appointment to the post in the case of contract appointment or daily wages busis will be made on the basis by a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee of the Federation.

(V) Committee for selection of Contractual/ Daily wages Appointments.—As may be constituted by the Managing Director, II.P. Milkfed.

(VI) Agreement.—After selection of a candidate, he/she shall sign an agreement as per Annexuro
8th appended to these Rules.

(VII) Terms and Conditions.—(a) The contract appointee will be paid fixed contractual amount @ 6200/- per month (which shall be equal to minimum of the pay band + grade pay) plus any enhancement notified by the state Government for contract employees. The contract appointee will be entitled for increase in contractual amount @ 186/- (3% of the minimum of pay band + grade pay of the post) for further extended years and no other allied benefits such as senior-selection scales etc. will be given.

(a)The service of the contract appointee will be purely on temporary basis. The appointment is liable to be terminated in case the performance/conduct of the contract appointee is not found satisfactory.

(b)Contract appointee will be entitled for one day casual leave after putting one month service. This leave can be accumulated up to one year. No leave of any other kind is admissible to the contract appointee. He/She shall not be entitled for Medical Reimbursement and LTC ctc. only maternity leave will be given as per rules.

(c)Unauthorized absence from the duty without the approval of the controlling officer shall automatically lead to the termination of the contract. Contract appointee shall not be entitled for contractual amount for the period of absence from duty.

(d)An official appointed on contract basis who has completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative grounds.

(e)Selected candidate will have to submit \a certificate of his/her fitness from a Government/Registered Medical Practitioner, Women candidate pregnant beyond 26 weeks

Managing Director
The H.P. State Pop. Mills
Producers Federation Ltd.
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- Provided this condition shall not apply to Bonafide Himachalis. ii. Preference will be given to the candidates having one year diploma in Hotel Management
  - iii. Preference will be given to candidate having desired skill in cooking for which skill test will be conducted
  - (b) Desirable Qualification(s): Knowledge of customs, manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the Pradesh.
  - 8. Whether age and educational qualification(s) prescribed for direct recruit(s) will apply in the case of the promote (s).—Age: Not applicable

Educational Qualification: Not applicable.

9.Period of probation, if any,- Two years' subject to such further extension for a period not exceeding one year as may be ordered by the competent authority in special circumstances and reasons to be recorded in writing

- 10. Method(s) of recruitment, whether by direct recruitment or by promotion, deputation, transfer and the percentage of post (s) to be filled in by various methods.—100% by direct recruitment on a regular basis or by recruitment on contract basis or daily wages basis, as the case may be. The contract employee(s) will get emoluments as given in Column15-A and will be governed by the service conditions as specified in the said column.
- 11. In case of recruitment by promotion, deputation, transfer, grade from which otion/deputation/transfer is to be made.—Not applicable.
- 12. If a Departmental Promotion committee exists, what is its composition?—Not
- 13.Circumstances under which the H.P.S.S.C. is to be consulted in making recruitment,required under the Law.
- 14.Essential requirement for a direct recruitment.—A candidate for appointment to any service or post must be a citizen of India.

15.Selection for appointment to post by direct recruitment.—Selection for appointment to the post in the case of direct recruitment shall be made on the basis a written test or practical test, the standard/syllabus etc. of which will be determined by the Selection Committee constituted by the Managing Director, H.P. Milkfed.

15-A. Selection for appointment to the post by contract appointment,—

Notwithstanding anything contained in these rules, contract appointments to the post will be made subject to the terms and conditions given below:

(1) Concept.—(a) Under this policy the Guest House Attendant, in the II.P. State Co-Operative Milk Producers' Federation Ltd. will be engaged on contract basis initially for one year, which may be extended on year to year basis.

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the

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will stand temporarily unfit till the confinement is over. The women candidate will be remined for the fitness from an authorized Medical officer/Practitioner. (f)Contract appointee will be entitled to TA/DA if required to go on tour in connection with

his/her official duties at the same rate as applicable to regular counterpart official at the minimum of pay scale

(g)Provisions of Service Rules like FR, SR, Leave Rules, GPF Rules, Pension Rules & Conduct Rules etc. as are applicable in case of regular employees will not be applicable in case of contract appointees. They will be entitled for emoluments etc. as detailed in this

- 16. Reservation.—The appointment to the services shall be subject to orders regarding reservation in the service for Scheduled Castes/Scheduled Tribes/Other Backward Classes/Other categories of persons issued by the Himachal Pradesh Government from time to time.
- 17. Departmental Examination.—Not applicable,
- 18. Power to relax.-Where the State Government is of the opinion that it is necessary or expedient to do so, it may, by order for reasons to be recorded in writing and in consultation with the Himachal Pradesh Public Service Commission relax any of the provision(s) of these rules with respect to any class or category of person(s) or post(s).



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ANNEXURE-B

Form of contract/agreement to b	executed between the G	uest House Attendant	and the Managing
Director, H.P. State Co-Operative	Milk Producers' Federati	on Ltd	

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This agreement is made on thisday of in the year
between Shri/SmtR/O
contract appointee (hereinafter called the First Party) AND the Managing Director, Himachal Pradesh State Cooperative Milk Producers' Federation Limited (here-in-after the SECOND PARTY).

Whereas, the SECOND PARTY has engaged the aforesaid FIRST PARTY and the FIRST PARTY has agreed to serve as a Guest House Attendant on contract basis on the following terms & conditions

1. That the FIRST PARTY shall remain in the service of the S	SECOND PARTY	as a Guest Hous
Attendant for a period of one year commencing on		
day ofday ofday of mentioned and agreed upon by both the parties that the contra	act of the FIRST	PARTY chall post
ipso facto stand terminated on the last working day i.e. on notice shall not be necessary.	n	and informatio

Provided that for extension/renewal of contract period on year to year basis the concerned HOD shall issue a certificate that the service and conduct of the contract appointee is satisfactory during the year and only then his period of contract is to be renewed/extended.

- 2. The contractual amount of the FIRST PARTY will be Rs. 6200/- per month+any enhancement notified by the State Government for contract employees from time to time.
  3. The service of FIRST PARTY will be purely on temporary basis. The appointment is liable to be
- terminated in case the performance/conduct of the contract appointed is not so that regular incumbent is appointed/posted against the vacancy for which the first purty was engaged on
- contractual Guest House Attendant will be entitled for one day casual leave after putting in one month service. This leave can be accumulated up to one year. No leave of any kind is admissible to the contractual Guest House Attendant. He/She will not be entitled for Medical Reimbursement and LTC etc. only maternity leave will be given as per Rules.
- unauthorized absence from duty without the approval of the controlling officer shall automatically lead to the termination of the contract. A contractual Guest House Attendant will not be entitled for contractual amount for the period of absence from duty.
  - 6. An official appointed on contract basis who have completed five years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative
  - 7. Selected candidate will have to submit a certificate of his/her fitness from the Government/Registered Medical Practitioner. Women candidate pregnant beyond twelve weeks will stand temporarily unfit till the confinement is over. The women candidate will be re-examined for the fitness from an authorized Govt. authorized/registered Medical Practitioner.

8. Contract appointee shall be entitled for TA/DA if required to go on tour in connection with his/her official duty at the same rate as applicable to regular counter part official at the minimum of pay

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9. The Employees Group Insurance Scheme as well as EPF/GPF will be applicable to contractual

IN WITNESS THE FIRST PARTY AND SECOND PARTY HAVE HEREIN TO SET THEIR HANDS THE DAY, MONTH AND YEAR FIRST, ABOVE WRITTEN

INT	THE PRESENCE OF WITNESS:	
1.		
5.1	(Name and full address)	(Signature of first party).
2.		
	***************************************	
		(Signature of first party).
IN T	THE PRESENCE OF WITNESS:	
1.		
	(Name and full address)	
		(Signature of Second party)
2.		
	***************************************	
		(Signature of Second party)



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