

	<b>DEPARTMENT OF AGRICULTURE, HIMACHAL PRADESH</b> <b>Directorate of Agriculture, Krishi Bhawan,</b> <b>Boileauganj, Shimla-171005</b> <b>Phone: 0177-2830174, 2830162, 2830618</b> <b>e-mail: krishibhawan-hp@gov.in</b>	<b>website: agriculture.hp.gov.in</b>
---	---	---------------------------------------

No. Agr. H(I)(B)2-5/2015-Vol.-II

Dated Shimla-5, the

**OFFICE ORDER****26 SEP 2024**

On the recommendations of Himachal Pradesh Rajya Chayan Aayog, the following candidates are hereby offered appointment to the post of Junior Office Assistant (I.T.) purely on Contract basis, initially for a period of one year, in 2024 on fixed contractual amount of Rs. 12,360/- per month, in level-4 of the pay matrix, as per Rule 3(j) of the H.P Civil Services (Revised Pay) Rules, 2022 subject to the conditions that the joining shall be considered **on or after 26.09.2024 (upto 05.10.2024 including joining time)**, in the public interest, on the following terms and conditions:-

Sr. No.	Name and Address of the Candidates	Place of posting
1.	Smt. Bharti Thapa, W/o Sachin Pathania, C/o Sh. Narottam Thakur (J.E.), Village and Post Office Baruri, Tehsil Palampur, District Kangra, H.P.-176061.	Office of the Deputy Director of Agriculture, Palampur, District Kangra, H.P.
2.	Sh. Amit Sharma, S/o Sh. Ashok Kumar, Near Radha Krishna Mandir Village and Post Office Behdala, Tehsil Mehatpur Basdehra (ST), District Una, H.P.-174306.	Office of the Deputy Director of Agriculture, Shimla, District Shimla, H.P.
3.	Sh. Balwant Kumar, S/o Sh. Sher Singh, Village and Post Office Randhara, Tehsil Sadar, District Mandi, H.P.-175001.	Office of the Sub Divisional Soil Conservation Officer, Mandi, District Mandi, H.P.
4.	Smt. Savita Chandel, W/o Sh. Deepak Thakur, Village Narlog, Post Office Marhana, Tehsil Ghumarwin, District Bilaspur, H.P.-174028.	Office of the Deputy Director of Agriculture, Hamirpur, District Hamirpur, H.P.
5.	Miss. Shivangi Katoch, D/o Sh. Gautam Chand Katoch, Village and Post Office Majherna, Tehsil Baijnath, District Kangra, H.P.-176063.	Office of the Deputy Director of Agriculture, Palampur, District Kangra, H.P.
6.	Sh. Ishan Sharma, S/o Sh. Bharat Bhushan Sharma, R/o 321/11 Tarna Road Near Tarna Mata Temple, Ward No.-11, Post Office Mandi, Thanehra Muhalla, Mandi, District Mandi, H.P.-175001.	Directorate of Agriculture, H.P. Shimla-171005.
7.	Sh. Jagjeet Singh Thakur, S/o Orinder Singh Thakur, R/o 25/2, Village and Post Office Doghari, Tehsil Nihri (ST), District Mandi, H.P.-175009.	Directorate of Agriculture, H.P. Shimla-171005.
8.	Sh. Varun Saini, S/o Sh. Achhar Singh, Village Ajnoli, Post Office Kotla Kalan, Tehsil Una Ajnoli (203), District Una, H.P.-174303.	Office of the Deputy Director of Agriculture, Una, District Una, H.P.
9.	Sh. Sajid Ali, S/o Sh. Wahid Ali, Village Khajurna, Post Office Shambhuwala, Tehsil Nahan, District Sirmour, H.P.-173001.	Office of the Deputy Director of Agriculture, Nahan, District Sirmour, H.P.

10.	Smt. Bandna Sharma, W/o Sh. Manish Kumar, Village and Post Office Kotla Molar, Tehsil Dadhu, District Sirmour, H.P.-173001.	Office of the Deputy Director of Agriculture, Solan, District Solan, H.P.
11.	Sh. Aman Bhardwaj, S/o Kailsh Bhardwaj, Village Baryari, Post Office Delgi, Tehsil Solan, District Solan, H.P.-173206.	Directorate of Agriculture, H.P. Shimla-171005.
12.	Sh. Abhishek Kumar S/o Sh. Joginder Singh, Village and Post Office Bhalyani, Tehsil Kullu, District Kullu, H.P.-175102.	Directorate of Agriculture, H.P. Shimla-171005.
13.	Sh. Sunny Kumar Thakur, S/o Sh. Milkhi Ram, Village Jadhyar, Post Office Kangu Ka Gehra, Tehsil Tihra, District Mandi, H.P.-175026.	Office of the Deputy Director of Agriculture, Hamirpur, District Hamirpur, H.P.
14.	Sh. Vikash Pathania, S/o Sh. Subhash Kumar Pathania, Village Chhanwari, Post Office Tilli, Tehsil Sadar, District Mandi, H.P.-175001.	Directorate of Agriculture, H.P. Shimla-171005.
15.	Smt. Neha Taak, W/o Sh. Sunny Singh, R/o Lower Ispur, Sub Tehsil Ispur, District Una, H.P.-177207.	Office of the Deputy Director of Agriculture, Una, District Una, H.P.
16.	Kumari Shaweta Sharma, D/o Sh. Karam Chand, Village Dart, Post Office Himmer, Tehsil Bhoranj Dart (44/40), District Hamirpur, H.P.-177025.	Directorate of Agriculture, H.P. Shimla-171005.
17.	Sh. Navdeep Singh, S/o Sh. Kashmira Singh, Ward No.-5, Near KPS, Village Chandpur, Post Office Palkwah, Tehsil Haroli, District Una, H.P.-177220.	Office of the Deputy Director of Agriculture, Una, District Una, H.P.
18.	Sh. Vinay Thakur, S/o Sh. Dhani Ram, Village Jawal, Post Office Gahidhar, Tehsil Banjar, District Kullu, H.P.-175123.	Office of the Deputy Director of Agriculture, Kullu, District Kullu, H.P.
19.	Sh. Ravinder, S/o Sh. Badri Dutt, Ward No.-3, Post Office Rait, Tehsil Shahpur Rait (132), District Kangra, H.P.-176208.	Office of the Additional Director of Agriculture, North Zone, Dharamshala, District Kangra, H.P.
20.	Smt. Arti Devi, W/o Sh. Neeraj Kumar, Village Kharota, Post Office Berthin, Tehsil Jhandutta, District Bilaspur, H.P.-174029.	Directorate of Agriculture, H.P. Shimla-171005.
21.	Miss. Kiran, D/o Sh. Kuldeep Singh, Village Jol Kalan, Post Office Charot, Tehsil Sujanpur Tihra, District Hamirpur, H.P.-176110.	Office of the Deputy Director of Agriculture, Hamirpur, District Hamirpur, H.P.
22.	Sh. Rohit Sondal, S/o Sh. Pradeep Kumar, Village Gadiyara, Post Office Darang, Tehsil Palampur, District Kangra, H.P.-176060.	Directorate of Agriculture, H.P. Shimla-171005.
23.	Sh. Amit Kumar, S/o Sh. Ajmer Singh, Village Kangru, Post Office Bohni, Sub Tehsil Lambloo, District Hamirpur, H.P.-177001.	Office of the Deputy Director of Agriculture, Hamirpur, District Hamirpur, H.P.
24.	Sh. Rahul, S/o Sh. Sher Singh, Village Halling, Post Office Jahalman, Tehsil Udaipur (ST), District Lahaul & Spiti, H.P.-175139.	Office of the Sub Divisional Soil Conservation Officer, Kullu, District Kullu, H.P.
25.	Miss. Anchal Thakur, D/o Sh. Madan Lal Thakur, Village Bagna, Post Office Jathia Devi, Tehsil Shimla Rural, District Shimla, H.P.-171011.	Directorate of Agriculture, H.P. Shimla-171005.
26.	Sh. Lukesh Kumar, S/o Sh. Nand Lal, Village Birta, Post Office Ghurkari, Tehsil Kangra Birta (450), District Kangra, H.P.-176001.	Office of Additional Director of Agriculture, North Zone, Dharamshala, District Kangra, H.P.

27.	Sh. Rajat Kumar, S/o Sh. Parkash Chand, Village Mohalla Obri, Post Office Sultanpur, Tehsil and District Chamba, H.P.-176314.	Office of the Deputy Director of Agriculture, Chamba, District Chamba, H.P.
28.	Sh. Monil, S/o Sh. Santosh Kumar, Village Jatehri, Post Office Jhaniari, Tehsil Hamirpur, District Hamirpur, H.P.-177001.	Office of the Deputy Director of Agriculture, Hamirpur, District Hamirpur, H.P.
29.	Sh. Vinod Kumar, S/o Sh. Mukhtiar Chand, Village Dilwan, Post Office Diara, Tehsil Amb, District Una, H.P.-174316.	Office of the Sub Divisional Soil Conservation Officer, Una, District Una, H.P.
30.	Sh. Yogesh Kumar, S/o Sh. Ganga Ram, Village Nalag, Post Office Kot Veja, Tehsil Baddi, District Solan, H.P.-173233.	Office of the Sub Divisional Soil Conservation Officer, Nalagarh, District Solan, H.P.
31.	Sh. Amit Kumar, S/o Sh. Vikram Singh, Village Pharnohal, Post Office Bari, Tehsil and District Hamirpur, H.P.-177001.	Directorate of Agriculture, H.P. Shimla-171005.
32.	Sh. Virender Kumar, S/o Sh. Prem Singh, Village Bella, Post Office Drahal, Tehsil Jogindernagar, District Mandi, H.P.-176120.	Office of the Deputy Director of Agriculture, Palampur, District Kangra, H.P.
33.	Sh. Nitesh, S/o Sh. Narpat Ram, Village Mundroo, Post Office Ratti, Tehsil Balh, District Mandi, H.P.-175008.	Directorate of Agriculture, H.P. Shimla-171005.
34.	Sh. Abhishek Dogra, S/o Sh. Rajinder Kumar, R/o House No.7, Ward No.-11, New Subhash Nagar, Post Office Mohin, Tehsil and District Hamirpur, H.P.-177001.	Office of the Deputy Director of Agriculture, Hamirpur, District Hamirpur, H.P.
35.	Sh. Ravinder, S/o Sh. Shiv Ram, Village Dandiwal, Post Office Rajpur, Tehsil Paonta Sahib, District Sirmour, H.P.-173025.	Office of the Deputy Director of Agriculture, Nahan, District Sirmour, H.P.
36.	Sh. Tejinder Singh, S/o Sh. Devi Ram, Village and Post Office Kilba, Tehsil Sangla, District Kinnaur, H.P.-172105.	Office of the District Agriculture Officer, Reckong Peo, District Kinnaur, H.P.
37.	Sh. Sudhir Kumar, S/o Sh. Yoginder Singh, Village Baina (Jachli), Post Office Praunthi, Tehsil Jubbal, District Shimla, H.P.-171205.	Office of the Sub Divisional Soil Conservation Officer, Rohru, District Shimla, H.P.
38.	Sh. Arun Kumar, S/o Sh. Vinod Kumar, Village and Post Office Bilaspur near Sakri Bilaspur, Tehsil Dera Gopipur, District Kangra, H.P.-177101.	Office of Sub Divisional Soil Conservation Officer, Nurpur, District Kangra, H.P.
39.	Miss. Aditi Saklani, D/o Sh. Joginder Saklani, Ward No.-5, Village Molichak, Post Office Saliana, Tehsil Palampur, District Kangra, H.P.-176103.	Office of the Deputy Director of Agriculture, Palampur, District Kangra, H.P.
40.	Miss. Rittu, D/o Sh. Ravinder Kumar, 287/3, Village Rasmain, Post Office Chatrokhari, Tehsil Sundernagar, District Mandi, H.P.-175018.	Office of the Sub Divisional Soil Conservation Officer, Mandi, District Mandi, H.P.
41.	Sh. Ananey Kumar Goswami, S/o Sh. Ramesh Kumar, Village Sadwan, Ward No.-5, House No.739, Post Office Chowari, Tehsil Bhatyat, District Chamba, H.P.-176302.	Office of the Sub Divisional Soil Conservation Officer, Banikhet, District Chamba, H.P.
42.	Sh. Amit Guleria, S/o Sh. Bharat Bhushan Guleria, Village Bassa, Post Office Nagrota Surian, Tehsil Jawali, District Kangra, H.P.-176027.	Office of the Sub Divisional Soil Conservation Officer, Fatehpur, District Kangra, H.P.

43.	Sh. Rohit Kumar, S/o Sh. Vipin Kumar, Village and Post Office Dakhyora, Tehsil Dhatwal (at Bijhari), District Hamirpur, H.P.-176049.	Directorate of Agriculture, H.P. Shimla-171005.
44.	Sh. Rohit, S/o Sh. Moti Lal, Village and Post Office Mebar, Tehsil Kalpa, District Kinnaur, H.P. -172107.	Office of the Sub Divisional Soil Conservation Officer, Reckong Peo, District Kinnaur, H.P.
45.	Sh. Sunny Sharma, S/o Sh. Babu Ram, Village Rakhni, Post Office Shambhuwala, Tehsil Nahan, District Sirmour, H.P.-173001.	Directorate of Agriculture, H.P. Shimla-171005.
46.	Sh. Som Prakash, S/o Sh. Ajay Singh, Village Manahara, Post Office Bazahara, Tehsil Sainj (ST), District Kullu, H.P.-175134.	Office of the Deputy Director of Agriculture, Kullu, District Kullu, H.P.
47.	Sh. Vikas Kumar, S/o Sh. Ramesh Chand, Village and Post Office Gabli Dari, Tehsil Dharamshala, District Kangra, H.P.-176057.	Directorate of Agriculture, H.P. Shimla-171005.
48.	Sh. Krishan Kumar, S/o Sh. Vishan Chand, Village Shilly Baghi, Post Office Jathia Devi, Tehsil Shimla Rural, District Shimla, H.P.-171011.	Directorate of Agriculture, H.P. Shimla-171005.
49.	Sh. Rahul Shandil, S/o Sh. Mohinder Shandil, Village Boh (358), Post Office Maloothi, Tehsil Shimla Rural, District Shimla, H.P.-171012.	Directorate of Agriculture, H.P. Shimla-171005.
50.	Sh. Anuj Choudhary, S/o Sh. Mohinder Singh, Village Bahni, Post Office Kathog, Tehsil Jawalamukhi, District Kangra, H.P.-176031.	Directorate of Agriculture, H.P. Shimla-171005.
51.	Sh. Anil Kumar, S/o Sh. Naresh Kumar, Village Kot Dhanger, Post Office Thorniwar, Tehsil Rajgarh, District Sirmour, H.P.-173101.	Office of the Deputy Director of Agriculture, Solan, District Solan, H.P.
52.	Sh. Vikash, S/o Sh. Uttam Chand, Village and Post Office Gahlian, Tehsil and District Kangra, H.P.-176029.	Directorate of Agriculture, H.P. Shimla-171005.
53.	Miss. Priyanka Chauhan, D/o Sh. Satyam Pal, Village Nehar Pab, Post Office Churwadhar, Tehsil Rajgarh, District Sirmour, H.P.-173101.	Directorate of Agriculture, H.P. Shimla-171005.
54.	Sh. Ravi Kant, S/o Sh. Narayan Dass, Village Nihar, Post Office Badhani, Tehsil Bhoranj, District Hamirpur, H.P.-177601.	Directorate of Agriculture, H.P. Shimla-171005.
55.	Sh. Pankaj Chauhan, S/o Sh. Jagdish Chand Chauhan, Village Malowala Bhood, Post Office Shambhuwala, Tehsil Nahan, District Sirmour, H.P.-173001.	Directorate of Agriculture, H.P. Shimla-171005.
56.	Miss. Lalita Kumari, D/o Sh. Kuku Ram, R/o M.E.S. Colony, House No. N-6 Jutogh, District Shimla, H.P.-171008.	Directorate of Agriculture, H.P. Shimla -171005.
57.	Sh. Kuldeep Kumar, S/o Sh. Jeet Ram, Village Rabaun, Post Office Saproon, Tehsil and District Solan, H.P.-173211.	Directorate of Agriculture, H.P. Shimla-171005.
58.	Sh. Arun Kumar Syal, S/o Sh. Rakesh Kumar Syal, Village Chowk, Post Office Dangri, Tehsil Kangoo (ST), District Hamirpur, H.P.-177048.	Office of the Deputy Director of Agriculture, Shimla, District Shimla, H.P.
59.	Sh. Parveen, S/o Sh. Gopal, Village and Post Office Danawali, Tehsil Nankhari, District Shimla, H.P.-172021.	Directorate of Agriculture, H.P. Shimla-171005.

1. They will be paid a fixed contractual amount @ Rs.12,360 /- per month.

2. 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. In case the contract appointee is not satisfied with the termination orders issued by the Appointing Authority, he may prefer an appeal before the Appellate Authority who shall be higher in rank to the Appointing Authority, within a period of 45 days, from the date on which a copy of termination orders is delivered.
3. They will be entitled for one day's casual leave after putting in one month service. A female contract appointee with less than two surviving children may be granted maternity leave for 180 day's. A female contract appointee shall also be entitled for maternity leave not exceeding 45 days (irrespective of number of surviving children) during the entire service, in case of miscarriage including abortion on production of Medical certificate issued by the authorized Government Medical Officers. However, he/she will also be entitled for 10 days Medical Leave and 05 days Special Leave. He/she shall not be entitled for Medical reimbursement and LTC, etc. No leave of any kind except above is admissible to him/her.
4. Unauthorized absence from duties without approval of the controlling officer shall automatically lead to the termination of the contract agreement. However, in exceptional cases where the circumstances for un-authorized absence from duty were beyond their control on medical grounds, such period shall not be excluded while considering their case for regularization but the incumbent shall have to intimate the controlling authority in this regard well in time. However, he / she shall not be entitled for contractual amount for this period of absence from duty.
5. They will submit a certificate of his fitness from the Chief Medical Officer of the concerned district / zonal Hospital.
6. They will be entitled to TA/ DA, if required to go on tour in connection with the official duties, at the same rate as applicable to regular counterpart officials at the minimum of pay scale.
7. 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 his/ her case.
8. No travelling allowance will be paid to them for joining duties in their respective place of postings.
9. They shall have to produce an affidavit to the effect that there is no court case/ criminal/ vigilance or appeal thereof pending for adjudication in any Court of Law in or outside the State of Himachal Pradesh against them.
10. In case, the contract appointee do not report for duty within the stipulated time period to the allotted station or brought outside influence for change of station, in that event the offer of appointment will stand automatically cancelled.
11. In rare and exceptional circumstances if a contractual employee is transferred to another station/ cadre/ establishment on his/ her own request with the approval of the competent authority, he/ she shall be treated as fresh appointee in the new station/ cadre/ establishment and the services rendered on contract basis in the earlier cadre/establishment on appointment/ transfer to another station/ cadre/ establishment will not be counted for regularization purposes and for any other financial benefits. The contract appointee will be treated as fresh appointee for all intents and purposes.

12. The services of the incumbents appointed on contract basis will be regularized once in a year as per provisions of instructions issued by the Department of Personnel vide letter No.PER(AP)-C-B(2)-2/2015, dated 02.12.2023 and any amendment issued from time to time, in future.

If, the offer of appointment, on the above terms and conditions is acceptable to the above named candidates, they may report for duty in their respective place of postings mentioned against their names, on or before 05.10.2024, positively. They are further directed to execute the enclosed Contract Agreement and affidavit as stipulated in conditions No.9 above on the stamp paper of Rs. 10/- (Ten Rupees).

The appointment shall be considered **provisional** till the verification of character and antecedents, which will be carried out on the basis of self declaration form (copy enclosed), submitted by the candidates at the time of joining duties, certifying therein that all facts and detail given are correct. In case, character and antecedents of the candidate are not found verified or any false information is given by the candidates in self declaration, the provisional appointment will be cancelled forthwith and criminal legal action will be taken as a consequence.

26 SEP 2024

(Kumad Singh, I.A.S.)  
Director of Agriculture  
Himachal Pradesh.  
Phone No.-0177-2830620

**No. Agr. H(I)(B)2-5/2015-Vol.-II**  
**Dated Shimla-5, the**

**Copy for information and further necessary action to following:-**

1. The Secretary, (Agri.), to the Government of H.P. Shimla-171002 w.r.t. his letters No's. Agr.A-B(1)-7/2016, dated 21.09.2021, Agr. A-B (5)-7/2004-1, dated 10.07.2019 and Agr.A-B(1)-3/2018, dated 17.12.2020.
2. The Chief Administrator, Himachal Pradesh Rajya Chayan Aayog, Hamirpur, District Hamirpur, H.P., w.r.t. his letter No. 805, dated 21.08.2024.
3. The Deputy Commissioner, Reckong Peo, District Kinnaur, H.P.
4. The Additional Director of Agriculture, North Zone, Dharamshala, District Kangra, H.P.
5. The Deputy Director of Agriculture, Palampur, Shimla, Hamirpur, Una, Nahan, Kullu, Chamba, Solan and Mandi, H.P.
6. The Chief Medical Officer, Dharamshala, Palampur, Shimla, Hamirpur, Una, Nahan, Kullu, Chamba, Solan, Mandi and Reckong Peo, H.P.
7. The Sub Divisional Soil Conservation Officer, Una, Nalagarh, Rohru, Banikhet, Fatehpur, Mandi, Kullu, Nurpur and Reckong Peo, H.P.
8. The District Agriculture Officer, Reckong Peo, District Kinnaur, H.P.
9. The Officer Incharge, Bill and Cash Branch and Budget Branch, Directorate of Agriculture, H.P. Shimla-171005.
10. The Officer Incharge, I.T. Cell, of this Directorate with the directions to upload these orders on official website.
11. The Individual concerned through Registered Post, they are directed to contact the office of concerned Chief Medical Officer, of District / Zonal Hospital for their medical examination.
12. Guard File.

(Kumad Singh, I.A.S.)  
Director of Agriculture  
Himachal Pradesh.  
Phone No.-0177-2830620

**ANNEXURE-"B"**

**Form of contract/ agreement to be executed between the \_\_\_\_\_ and the Government of Himachal Pradesh through the \_\_\_\_\_ ( \_\_\_\_\_ ) to the Government of Himachal Pradesh.**

This agreement is made on this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_. Between Sh/Smt \_\_\_\_\_ S/o / D/o Shri \_\_\_\_\_ R/o \_\_\_\_\_ Contract appointee (hereinafter called the FIRST PARTY), AND The Governor, Himachal Pradesh through \_\_\_\_\_ ( \_\_\_\_\_ ) to the Government of Himachal Pradesh (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 on contract basis on the following terms & conditions:-

1. That the FIRST PARTY shall remain in the service of the SECOND PARTY as a \_\_\_\_\_ 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 with SECOND 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 the HOD shall issue a certificate that the service and conduct of the contract appointee was satisfactory during the year and only then the period of contract is to be renewed/ extended.

2. The contractual amount of the First Party will be Rs \_\_\_\_\_/- per month (which shall be 60% of the first cell of the applicable level of pay matrix of the corresponding cadre, as per H.P. Civil Services (Revised Pay) Rules, 2022).
3. The service of 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. In case the contract appointee is not satisfied with the termination orders issued by the Appointing Authority, he / she may prefer an appeal before the Appellate Authority who shall be higher in rank to the appointing authority, within a period of 45 days, from the date on which a copy of termination orders is delivered to him/her.
4. The Contract appointee will be entitled for one day's casual leave after putting one month's service, 10 days' medical leave and 5 days' special leave, in a calendar year. A female contract appointee with less than two surviving children may be granted maternity leave for 180 day's. A female contract appointee shall also be entitled for maternity leave not exceeding 45 days (irrespective of the number of surviving children) during the entire service, in case of miscarriage including abortion, on production of medical certificate issued by the authorized Government Medical Officer. A contract employee shall not be entitled for medical reimbursement and LTC etc. No leave of any other kind except above is admissible to the contract appointee.

Un-availed casual leave, medical leave & special leave can be accumulated upto the Calendar Year and will not be carried forward for the next Calendar Year.

5. Unauthorized absence from the duty without the approval of the Controlling Officer shall automatically lead to the termination of the contract. However, in exceptional cases where the circumstances for un-authorized absence from duty were beyond his / her control on medical grounds such period shall not be excluded while considering his/her case for regularization

*f*

but the incumbent shall have to intimate the controlling authority in this regard well in time. However, the contract appointee shall not be entitled for contractual amount for this period of absence from duty:

Provided that he/she shall submit the certificate of illness/fitness issued by the Medical Officer, as per prevailing instructions of the Government.

6. An official appointed on contract basis who has completed three years tenure at one place of posting will be eligible for transfer on need based basis wherever required on administrative ground.
7. Selected candidate will have to submit a certificate of his/her fitness issued by a Medical Board in case of a Gazetted Government servant and by Government Medical Officer in the case of a Non-Gazetted Government servant. In case of women candidates who are to be appointed against posts carrying hazardous nature of duties, and in case they have to complete a period of training as a condition of service, such women candidate, who as a result of tests is found to be pregnant of twelve weeks standing or more shall be declared temporarily unfit and her appointment shall be held in abeyance until the confinement is over. Such woman candidate be examined for medical fitness six weeks after the date of confinement, and if she is found fit on production of medical fitness certificate from the authority as specified above, she may be appointed to the post kept reserved for her.
8. Contract appointee shall 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 counter-part official at the minimum of pay scale.
9. The Employees Group Insurance Scheme as well as EPF /GPF will not 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 THE PRESENCE OF WITNESS:**

1. ....

.....

(Signature of the FIRST PARTY)

2. ....

.....

(Name and Full Address)

**IN THE PRESENCE OF WITNESS:**

1 .....

.....

(Name and Full Address)

(Signature of the SECOND PARTY)

2 .....

.....

(Name and Full Address)