



**H.P. POWER TRANSMISSION CORPORATION LIMITED
(A STATE GOVERNMENT UNDERTAKING)**

Regd Office: Himfed Bhawan, Panjari (MLA Qtrs.) Shimla-5

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No HPPTCL/P&A/38th BOD/Circular/24 - 5559-9D

Date:- 30.7.18

CIRCULAR

The Service Committee of HPPTCL in its 9th meeting held on 02-06-2018 under the Chairmanship of Addl. Chief Secretary (Finance) GoHP vide Agenda Item No.9.15 has recommended payment of special Project Site allowance for the HPPTCL staff posted at Tribal locations on the analogy of HPPCL. Consequent to this, the recommendations of the Service Committee were further placed before the Board of Directors of HPPTCL in its 38th meeting held on 30-06-2018 under the Chairmanship of worthy Chief Secretary cum Chairman HPPTCL. The Board of Directors vide agenda item No. 38.12 has accorded approval to the recommendations of Service Committee.

HPPTCL is pleased to order introduction of a Special Project Site allowance for the staff posted at Urni, Bhoktu, Lahal, Holi, Bajoli and Heiling. The employees posted at aforesaid stations can get up to 30% of the monthly basis salary+ DA.

The daily rate of the allowances will be determined by calculating 30% of the monthly basic salary + DA for each employee separately and dividing by 30. The allowance at the daily rate so determined for a particular employee will be paid to him for the numbers of days spend at the project site. This will be calculated for each staff as follows:-

1. A register will be maintained by concerned controlling officer at each location. All the employee will mark their attendance on the register every day.
2. This will be verified by the senior most officer on each of the locations and he will give his comments, as to whether these employees were on site for full day. Full day will be counted, if, 12 hours or more are spent in station.
3. The Senior Manager for each PIU will check and countersign the register every Monday.
4. Based on this the Sr. Manager of concerned PIU will arrange to get the attendance for each employee every month.
5. This will be then approved by the General Manager (Projects) and the amount will be paid with the salary of the next month by the concerned DDO.

6. The allowance will not be paid for leave period spent on project site or if the employee absents himself from work for any reason.
7. The allowance will not be payable while on tours.

This scheme will come into operation from 1st-August-2018.


DINESH GOEL 30/7/18
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Endst No. HPPTCL/P&A/38th BOD/Circular/28-5559-90 Dated:- 30-7-18
Copy forwarded to:-

1. PS to Director (Projects) HPPTCL Himfed Bhawan Shimla-5
2. PA to Director (P&C) HPPTCL Himfed Bhawan Shimla-5
3. General Manager (Projects) HPPTCL Himfed Bhawan Shimla-5
4. General Manager (C&D) HPPTCL Himfed Bhawan Shimla-5
- 5-12. All AGMs/DGMs working under HPPTCL.
- 13-20. All Sr. Managers of PIUs concerned.
21. F&A Unit HPPTCL Shimla-5
22. All concerned in HPPTCL.
23. Notice Board HPPTCL.
24. AGM (Plg&IT) HPPTCL for getting the same hosted on web portal of HPPTCL.
25. Sr. Manager (I.T) HPPTCL Shimla-5.


DINESH GOEL 30/7/18
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