HIMACHAL PRADESH UNIVERSITY
'GENERAL ADMINISTRATION SECTION'
***

No. 3-38/96-HPU(Genl.) Vol-IV Dated: Shimla-5, the 04 NOV 2026

NOTIFICATION

The Vice-Chancellor is pleased to adopt the instructions contained in letter No. Per (AP-B) E (3)-17/2012-Part dated 05-01-2026 issued by the Deputy Secretary (Personnel) to the Govt. of Himachal Pradesh and letter No. Per (AP-B) E (3)-17/2012-Part dated 17-07-2026 issued by the Joint Secretary (Personnel) to the Govt. of Himachal Pradesh (copies enclosed) with regard to instructions/ guidelines in compliance of orders passed by the Hon'ble High Court of Himachal Pradesh in CWPIL-31/2024 titled as Vipin Kumar Guleria Vs Sate of H.P. & others regarding proper reflection of period of deputation/ deployment in the Service Books of officers/ officials for its implementation in the University.

REGISTRAR
Dated: 04 NOV 2026

Endst: No even
Copy to:-

1. The Dean of Studies/Dean Students' Welfare/Chief Warden/Dean, CDC/Dean Planning & Teachers' Matters, HPU, Shimla-5.
2. The Director ICDEOL/Phy. Edu & YP/ AERC/ UIT/ UCBS/ UILS/ PECC/ DIS/Regional Centre Dharamshala, Distt. Kangra HP.
3. The Controller of Examination/ACOE/Finance Officer/ Jt.Controller (SAD)/ I.A.O., HPU.
4. The Principal, Department of Evening Studies, The Mall, Shimla
5. The Deputy/Assistant Registrar (Estt.)/ (Rectt.)/ (Acad.)/ Finance/ Pension, HPU, Shimla.
6. The Web Adminstrator, HPU, Shimla-5 to upload the above notification on the University Website.
7. The Spl. PS to Vice-Chancellor/PS to Registrar, HPU, Shimla-5
8. Guard file.

REGISTRAR

No. Per (AP-B)E(3)-17/2012-Part
Government of Himachal Pradesh
Department of Personnel (AP-II)

From

The Chief Secretary to the
Government of Himachal Pradesh

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. All Heads of Departments in Himachal Pradesh
3. All Divisional Commissioners, Himachal Pradesh
4. All the Deputy Commissioners in Himachal Pradesh.
5. All the Managing Directors/ Chief Executive Officers / Secretaries/ Registrar of Boards/ Corporations / Govt. Universities/Autonomous Bodies etc. in H.P

Dated Shimla-171002, 5th January, 2026

Subject **Instructions/guidelines in compliance of orders passed by the Hon'ble High Court of Himachal Pradesh in CWPIL-31/2024 titled as Vipin Kumar Guleria vs State of H.P. & others regarding proper reflection of period of deputation/ deployment in the Service Books of officer s/ officials.**

Sir/Madam,

I am directed to refer to the subject cited above and to state that it has come to the notice of the Government that officers/officials are deployed/ deputed within the Department due to administrative exigencies. However, it has been observed that the period of such deputation is not being properly reflected in the Service Book of the concerned officer/official for the purpose of regulating further transfers and determination of period of stay.

2. It has further been noticed that while deputation orders and related documents are maintained in the Personal Service File of the concerned officer/official, the Service Book continues to reflect uninterrupted posting at the original place of posting. Consequently, the period spent on deputation is erroneously counted as stay at the parent station.

Contd...2/-

3. The Government has also observed that officers/officials posted in Hard, Difficult, Tribal and Rural Areas, but subsequently deputed elsewhere, continue to derive the benefit of such postings for the purpose of subsequent transfers, solely on account of non-reflection of the deputation period in the Service Book. This practice has been found to be irregular and not in conformity with the extant transfer policy.

4. The matter has also been considered in the light of the judgment passed by the Hon'ble High Court of Himachal Pradesh in **CWPIL No. 31 of 2024 vide order dated 26.11.2025** , wherein the Hon'ble Court has, inter alia, directed the State Government to issue necessary instructions to ensure proper maintenance of service records and to prevent grant of unintended benefits on account of incorrect or incomplete entries.

5. The matter has been examined by the Government and, in compliance with the aforesaid directions of the Hon'ble High Court, it has been decided that the above practice needs to be curbed forthwith. Accordingly, it is hereby directed that the entire period of deputation/ deployment, along with the place of deputation/ deployment and duration thereof, shall invariably be recorded in the Service Book of the concerned officer/official. The period spent on deputation / deployment shall be reckoned separately and distinctly from the period of stay at the parent place of posting for all purposes, including future transfers and admissibility of posting-related benefits.

6. These instructions may be brought to the notice of all concerned for strict compliance and violation of the above shall attract action against the erring officers(s)/ officials (s).

7. These instructions can also been seen on the website www.himachal.nic.in/personnel.

Yours faithfully,

Niraj

(Niraj Kumar)
Deputy Secretary (Personnel) to the
Government of Himachal Pradesh
Tel. No. 0177-2626416

H.P. University
Genl. Admn Section.
Dy. No. 1623
Date 24/09/26

No. Per (AP-B)E(3)-17/2012-Part
Government of Himachal Pradesh
Department of Personnel (AP-II)

From

The Chief Secretary to the
Government of Himachal Pradesh.

To

1. All the Administrative Secretaries to the Government of Himachal Pradesh.
2. All Heads of Departments in Himachal Pradesh
3. All Divisional Commissioners, Himachal Pradesh
4. All the Deputy Commissioners in Himachal Pradesh.
5. All the Managing Directors/Chief Executive Officers/ Secretaries/ Registrar of Boards/Corporations/Govt. Universities/Autonomous Bodies etc. in H.P

Dated Shimla-2 17th July, 2026

Subject **Instructions/guidelines in compliance of orders passed in CWPIL 31/2024 - Vipin Kumar Guleria vs State of H.P. & others**

Sir/Madam,

I am directed to refer to this Department's instructions of even number dated 05.01.2026 on the subject cited above and to state that the Hon'ble High Court of Himachal Pradesh, while disposing of CWPIL No. 31 of 2024 vide judgment dated 15.06.2026, has directed the respondent-State to supplement and suitably modify the aforesaid instructions. Accordingly, in pursuance of directions of the Hon'ble High Court and in partial modification of this Department's instructions dated 05.01.2026, the following amendment is hereby made, with immediate effect :-

Para 5 of the aforesaid instructions shall be substituted with the following :-

"5. The matter has been examined by the Government and, in compliance with the directions of the Hon'ble High Court, it has been decided that the above practice needs to be curbed forthwith. The period spent on deputation /deployment shall be reckoned separately and distinctly from the period of stay at the parent place of posting for all purposes, including consideration of future transfers, determination of tenure at a station, and admissibility of posting-related benefits, in accordance with the applicable policy and instructions, which may be recorded in the Service Book of the concerned official/ officers.

24.9.26

D.A (Regd.)

Contd....2/-

Besides, all Drawing and Disbursing Officers shall ensure strict compliance with the Government instructions dated 01.05.1999 which stipulates that the Drawing and Disbursing Officer shall record a certificate on the salary bill to the effect that the concerned Officer /official has actually worked at the station /post against which salary is being claimed during the relevant month. No salary bill shall be passed without such certification. Any deviation from these instructions shall render the concerned Drawing and Disbursing Officer (s) and District Treasury/ Treasury and Sub –Treasury Officer (s) liable for disciplinary action under the applicable rules.

2. All other contents of the instructions dated 05.01.2026 shall remain unchanged.

Yours faithfully,

(Niraj Kumar)
Joint Secretary (Personnel) to the
Government of Himachal Pradesh
Tel. No. 0177-2880844