



HVPN POWER TRAINING INSTITUTE

Director Principal HPTI,
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To

1. The Chief Engineer/Admin, HVPNL, Panchkula
2. The Chief Engineer/Admin, HPGCL, Panchkula
3. The Chief Engineer/Admin, DHBVN, Hisar
4. The CE/Admin, UHBVN, Panchkula
5. The Chief Accounts Officer, HVPNL, HPGCL, DHBVNL & UHBVNL, Panchkula/Hisar

Memo No. Ch 07 /HPTI-393

Dated. 18.08.2021

Sub:- Notification of Departmental Accounts Examination for SO Part-I, SO Part-II & AO for all Haryana Power Utilities to be conducted on outsource basis through UIAMS, Punjab University, Chandigarh.

It is informed that, as per memorandum of understanding (MoU) signed on dated 05.08.2013 between UIAMS, Panjab University, Chandigarh & HVPN Power Training institute and this office order no. 56/HPTI-344 dated 12.02.2020, the Departmental Accounts Examination for SO Part-I, SO Part-II & AO was to be conducted by UIAMS, Panjab University, Chandigarh tentatively in the month of March/april, 2021. But due to Covid-19 Pandemic, Departmental Accounts Examination for SO Part-I, SO Part-II & AO could not be conducted.

Now, UIAMS, Panjab University, Chandigarh has informed that "tentatively we can plan the conduct of above Exams during the months of October, November or December, 2021 if the normal conditions prevail" (**Copy Enclosed**).


It is therefore, requested to issue necessary directions to the concerned offices for arranging application forms of the eligible candidates who intent to appear in Departmental Accounts Examination for SO Part-I, SO Part-II & AO. The particulars given by the candidates in his/her application as per prescribed Performa be got verified from their service record by the competent Authority (CE/Admin/UHBVN, Panchkula, CAO/HVPNL/ HPGCL/DHBVNL, Panchkula / Hisar) The application forms complete in all respect of eligible candidates along with soft copy of list of total candidates may kindly be sent to this office through Cadre Controlling authority, latest by 15.09.2021, so as to enable this office to forward the same to UIAMS Panjab University Chandigarh well in time.

Moreover, the important information regarding the Departmental Accounts Examination for SO Part-I, SO Part-II & AO is as under:-

1. Last date of submission of application form of candidates through competent authority is 15.09.2021. No application will be accepted after last date.
2. The applications on the prescribed Performa (**Annexure-I**) received through Cadre Controlling Authority/ Competent Authority (CE/Admin/UHBVN, Panchkula, CAO/HVPNL/ HPGCL/DHBVNL, Panchkula / Hisar) shall only be accepted and applications sent directly to this office will be rejected straightway without any communication/ back reference.
3. Roll Number and Date sheet of the candidates will be supplied subsequently.
4. Registration is mandatory for appearing in Departmental Accounts Examination of all candidates. If any candidate fails to provide registration number in application form, Roll No. will not be issued. However, if candidate is applying first time for Departmental Accounts Examination or not apply till date, then in addition to application form for appearing in Departmental Accounts Examination for for SO Part-I, SO Part-II & AO, candidate have to submit duly filled up and signed application form (**Annexure-II**) with registration application form (**Annexure-III**) along with supportive documents and two attested passport size photographs to this office immediately through Cadre Controlling Authority/ Competent Authority (CE/Admin/UHBVN, Panchkula, CAO/HVPNL/ HPGCL/DHBVNL, Panchkula / Hisar)

This issue with the approval of the Director Principal, HPTI, Panchkula

DA/ Annexure- I, II & III


Administrative Officer
HPTI, Panchkula.

CC:-

1. The Chief Co-ordinator, UIAMS (Exam wing), Panjab University, Chandigarh
2. The Chief Engineer/ CGM/ Admin HVPNL/ UHBVNL/ HPGCL/ DHBVNL, Panchkula/ Hisar.

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3. The Superintending Engineer/ Admn.-I & Superintending Engineer/ Admn.-II, HVPNL, Panchkula.
4. The Chief Accounts Officer, HVPNL/ UHBVNL/ HPGCL/ DHBVNL for their information and necessary action in the matter.
5. The Controller of Examination Cell, HPGCL, Panchkula.
6. The XEN/ITMS, HVPNL/ UHBVNL/ HPGCL/ DHBVNL Panchkula/ Hisar for hosting the same on their website.
7. SPS to President HPTI-cum-Managing Director, HVPNL, Panchkula for kind information of the President HPTI-cum-Managing Director, HVPNL, Panchkula.
8. SPS to Managing Director, HPGCL, Panchkula for kind information of the Managing Director, HPGCL, Panchkula.
9. SPS to Managing Director, DHBVNL, Hisar for kind information of the Managing Director, DHBVNL, Hisar.
10. SPS to Managing Director, UHBVNL, Panchkula for kind information of the Managing Director, UHBVNL, Panchkula.
11. The Under Secretary/ GA, HVPNL, Panchkula.
12. PA to Director Principal, HPTI Panchkula for kind information of Director Principal, HPTI, Panchkula.

Haryana Power Utilities

APPLICATION FOR APPEARING IN THE DEPARTMENTAL ACCOUNTS EXAMINATION FOR SO Part-I, SO Part-II & AO TENTATIVELY TO BE HELD IN THE MONTH OF October, November or December, 2021.

| | | | | |
|----|--|--|-----------------|-----------------------|
| 1 | a) Full Name of the candidate (In Block letters) | | | |
| | b) Registration Number (MANDATORY) | | | |
| | c) Designation | | | |
| | d) Office Address | | | |
| | e) Mobile No.(Personal) | | | |
| | f) Telephone No.(Office) | | | |
| | g) E-mail ID (Personal) | | | |
| 2 | Date of Birth | | | |
| 3 | Father's Name | | | |
| 4 | Date of Joining the Nigam on regular basis with name of post | | | |
| 5 | Post in which officiating at present & date from which officiating . | | | |
| 6 | Name of office/Company in which employed | | | |
| 7 | Name of Divn./Orgn./Company | | | |
| 8 | a. Number of attempts/chance of examination availed by the candidates so far | | | |
| | b. Month year and Roll No. of candidate in which he/she mentioned in Col-8(a) | | | |
| 9 | Paper exempted if any (enclosed the photocopy of result vide which the candidates obtain exemption | Month & Year of examination | Roll No. | Paper Exempted |
| | | | | |
| | | | | |
| 10 | Paper in which the applicant want to appear now. | | | |
| 11 | Date of application | | | |

Note: - Candidates are advised to furnish the information complete in all respect. In case of Incomplete Information particularly at serial no.1 8 & 9 application will not be accepted. The claim w.r.t exemptions, is required to be supported with previous result's complete details. In absence of full details, the result of the candidate may be withheld or may get altered. Consequences in such will be to candidate account.

ICertified that the result of DAE for SO Part-I, SO Part-II & AO to be held tentatively in the month of October, November or December, 2021. and declared by the UIAMS Panjab University, Chandigarh will be acceptable to me. However the Candidate can apply for verification of Answer Sheets (i.e. Verification of the mistakes in the totaling of marks only) after the declaration of the result within the permissible period. After that any request for the verification of the result will not be considered.

Signature of the applicant

Endst. No.....

Dated:-.....

Forwarded in original to the O/o Vice Principal HPTI, Sec-26 Panchkula through Cadre Controlling Authority for further necessary action. It is certified that Sh./Smt.....is working in this office and the particulars filled up in the application form have been certified from his/her service book. His/her name is recommended for appearing in the said examination being an eligible candidate as per Regulations/Instruction.

Signature with office seal
(Not below the rank of SEN/Under Secy.)

Haryana Power Utilities

APPLICATION FOR REGISTRATION IN HPTI FOR DEPARTMENTAL ACCOUNTS EXAMINATION.

| | | | | |
|----|---|--|-----------------|-----------------------|
| 1 | a) Full Name of the candidate (In Block letters) | Recent Passport Size Photograph | | |
| | b) Designation | | | |
| | c) Office Address | | | |
| | d) Mobile No.(Personal) | | | |
| | e) Telephone No.(Office) | | | |
| | f) E-mail ID (Personal) | | | |
| 2 | Date of Birth | | | |
| 3 | Father's Name | | | |
| 4 | Date of Joining the Nigam on regular basis with name of post | | | |
| 5 | Post in which officiating at present & date from which officiating. | | | |
| 6 | Name of office/Company in which employed | | | |
| 7 | Name of Divn./Orgn./Company | | | |
| 8 | a. Number of attempts/chance of examination availed by the candidates so far | | | |
| | b. Month year and Roll No. of candidate in which he/she mentioned in Col-8(a) | | | |
| 9 | Paper exempted if any (enclosed the photocopy of result vide which the candidates obtain exemption) | Month & Year of examination | Roll No. | Paper Exempted |
| | | | | |
| | | | | |
| 10 | Remaining Papers in which the applicant wants to appear. | | | |

Note:- Candidates are advised to furnish the information complete in all respect. Information particularly at serial no.8 & 9, w.r.t. exceptions claimed, is required to be supported with previous result's complete documentary evidence. In case of wrong information supplied by the candidate departmental action as deemed fit will be initiated by respective Power Utility.

ICertified that the information furnished above is correct.

Signature of the applicant

Endst. No.....

Dated:-.....

Forwarded in original to the O/o Vice Principal HPTI, Sec-26 Panchkula through Cadre Controlling Authority for further necessary action. It is certified that Sh./Smt.....is working in (Power Utility) and the particulars filled up in the application form have been certified from his/her service book. His/her name is recommended for REGISTRATION Number for appearing the examination being an eligible candidate as per Regulations/Instruction.

Signature with office seal
(Carder Controlling Authority)

Haryana Power Utilities**APPLICATION FOR REGISTRATION IN HPTI FOR DEPARTMENTAL ACCOUNTS EXAMINATION.**

| | | | | | |
|----------|---|-----------------------|--|--|--|
| 1 | Full Name of candidate | | Recent Passport Size Photograph | | |
| 2 | i. Company in which employed | | | | |
| | ii. Name of office | | | | |
| 3 | Designation | | | | |
| 4 | Date of Birth | | | | |
| 5 | Father's Name | | | | |
| 6 | Date of Joining the Nigam on regular basis with name of post | | | | |
| 7 | Paper exempted | Paper exempted | Roll No. | Month & Year of Examination | |
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**Vice Principal
HPTI,Panchkula**