

To

1. The Managing Director, HVPNL, Panchkula.
2. The Managing Director, HPGCL, Panchkula.
3. The Chairman-cum-Managing Director, UHBVN, Panchkula.
4. The Chairman-cum-Managing Director, DHBVN, Hisar.

Memo No.Ch- 7/HPTI-344/Exam

Dated: 29/10/19

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

As per Memorandum of Understanding signed on dated 05.08.2013 between Punjab University UIAMS, Chandigarh & HVPN Power Training Institute and this office Order No. 171/HPTI-331/Exam dated 10.01.2019, the Departmental Accounts Examination for SO Part-I, SO Part-II & AO would be conducted by Panjab University, UIAMS, Chandigarh tentatively in the month of Dec, 2019

It is requested to kindly direct the concerned office for arranging application forms of the eligible candidates who intend to appear in Departmental Accounts Examination. The particulars given by the candidates in his/her application be verified from their service records on the prescribed Performa (Annexure-I) as per regulations/instructions by the Competent Authority CAO/CE (Administration) working under your Power Utility. 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 29.11.2019, so as to enable this office to forward the same to Panjab University well in time.

Note:-

1. **Last date of submission of application form is 29.11.2019 and no application will be accepted after last date.**
2. The applications on the prescribed Performa received through Cadre Controlling Authority/Competent Authority(CAO/HVPNL/UHBVN/HPGCL/DHBVN)) 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 cadres. If any candidate fails to provide registration number in application form, Roll no. will not be issued. However, if candidates are applying first time for Departmental Accounts Examination or had not applied till date then in addition to application form for appearing in Departmental Accounts Examination candidate have to submit duly filed up and signed application form (Annexure-II) with registration application form (Annexure-III) along with supportive documents and two attested photographs to this office immediately through Cadre Controlling Authority (CAO/HVPNL/UHBVN/HPGCL/DHBVN).**

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

DA/As above


Sr. Program Coordinator (HRD),
-cum-XEN,HPTI Panchkula

CC:-

1. The Co-ordinator UIAMS (Exam wing), Panjab University Chandigarh with a request to supply date sheet of DAE for SO Part-I, SO Part-II & AO to be held in the month of Dec, 2019 and supply the schedule of all the Departmental Accounts Examination for all cadres.
2. The Chief Engineer/Admn., HVPN/UHBVN/DHBVN/HPGCL, Panchkula/Hisar.
3. The CAO, HVPN/UHBVN/DHBVN/HPGCL for their information and necessary action in the matter.
4. The Controller of Examination Cell, HPGCL, Panchkula.
5. The XEN/ITMS, HVPNL/UHBVN/HPGCL/DHBVN/HPGCL Panchkula for hosting the same on their website.
6. The Under Secretary/GA, HVPNL, Panchkula.
7. SPS to President HPTI-cum-MD, HVPNL, Panchkula for kind information of President HPTI-cum- MD, HVPNL, Panchkula.
8. SPS to Director Projects, HVPNL, Panchkula for kind information of Director Projects, HVPNL, Panchkula
- 11 PA to Director Principal, HPTI for kind information of Director Principal, HPTI, Panchkula.

APPLICATION FOR APPEARING IN THE DEPARTMENTAL ACCOUNTS EXAMINATION FOR SO PART-I, SO PART-II & AO TENTATIVELY TO BE HELD IN THE MONTH OF DECEMBER, 2019

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. Numbers 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 candidate obtain exemption.	Month & Year of examination	Roll No.	Paper exempted
10.	Paper in which the applicant wants 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 cases will be to candidate account.

I Certified that the result of DAE for **SO Part-I, SO Part-II & AO** to be held tentatively in the month of **December, 2019** 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/Instructions.

**Signature with office seal
(Not below the rank of XEN/ 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. Numbers of attempts/chance of examination availed by the candidates so far.			
	b. Month, Year and Roll No. of candidate, which he/she mentioned in Col- 8 (a)			
9.	Paper exempted if any (enclosed the photocopy of result vide which the candidate 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. exemptions 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.

I Certified that the information furnished above is correct.

Signature of the applicant

Endst. No.

Dated:-.....

Forwarded in original to the **Vice Principal HPTI, Sec-26 Panchkula (through Carder 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 from have been certified from his/her service book. His/Her name is recommended for issue of **REGISTRATION Number** for appearing the examination being an eligible candidate as per Regulations/Instructions.

Signature with office seal
(Carder Controlling Authority)

Haryana Power UtilitiesREGISTRATION NUMBER FOR DEPARTMENTAL ACCOUNTS EXAMINATION

1.	Full Name of the 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

Vice Principal
HPTI Panchkula