



# DAKSHIN HARYANA BIJLI VITRAN NIGAM

(A Power Distribution & Retail Supply Utility, Government of Haryana)

(AN ISO 9001:2008 Compliant Utility, CIN No. U99999HR1999SGC034165)

**Registered Office:** Vidyut Sadan, Vidyut Nagar, Hisar – 125 005 (Haryana).

Office of the Superintending Engineer/Administration, DHBVN, Hisar.

www.dhbvn.com ☎ 01662-223439, 223108 (Fax), Email: [seadmdhbvn@gmail.com](mailto:seadmdhbvn@gmail.com) & [usgadhbvn@gmail.com](mailto:usgadhbvn@gmail.com)

**Memo No. Ch- 84/SE/Admn/REG-86/Vol-I**

**Dated: 17.11.2016**

To

1. All the Chief Engineers in DHBVN.
2. The Chief Financial Officer, DHBVN, Hisar.
3. CAO/FA(HQ)/Chief Auditor/F&A(MM)/F&A(P&D), Hisar.
4. The Chairman, CGRF, DHBVN, Hisar.
5. The Company Secretary, DHBVN, Hisar w.r.t. office Memo No. CS/DH/WTD-138/Advice-2966 dated 10.11.2016.
6. All the Superintending Engineers in DHBVN.
7. The Controller of Stores, DHBVN, Hisar.
8. S.E./IT, DHBVN, Hisar ***for updating the same on website.***
9. The Chief Communications Officer, DHBVN, Hisar.
10. All the Executive Engineers in DHBVN.
11. All Sectional Heads with Headquarters at Hisar.

**Subject: Policy for engaging/ outsourcing of services/ activities – regarding provision of 10 Casual Leave and 10 Medical Leave in a calendar year to the persons engaged under Part-II of the Policy.**

The Chief Secretary to Govt. of Haryana vide U.O. No. 16/7/2015-3-GS-II dated 01.09.2016 (**Enclosed as Annexure “A”**) has issued the instructions regarding provision of 10 Casual Leave and 10 Medical Leave in a calendar year to the persons engaged under Part-II of the Policy for engaging/ outsourcing of services/ activities.

The Whole Time Directors of DHBVN, Hisar in its meeting held on 07.11.2016, have accorded its approval regarding provision of 10 Casual Leave and 10 Medical Leave in a calendar year to the

persons engaged under Part-II of the Policy for engaging/ outsourcing of services/ activities issued by the Chief Secretary to Government of Haryana.

It is, therefore, requested that the instructions issued by the Chief Secretary to Govt. of Haryana vide U.O. No. 16/7/2015-3-GS-II dated 01.09.2016 (**Enclosed as Annexure "A"**), may please be implemented in true letter and spirit, with immediate effect.

This issues with the approval of the Whole Time Directors of DHBVN, Hisar in its meeting held on 07.11.2016.

**DA:** Annexure "A"

  
**S.E./Administration,  
DHBVN, Hisar**

**Copy to:**

1. Sr. P.S. to the Managing Director, DHBVN, Hisar.
2. Sr. P.S. to the Director/Operations, DHBVN, Hisar.
3. P.S. to the Director/Projects DHBVN, Hisar.
4. P.A. to the Chief Engineer/HR & Admn., DHBVN, Hisar.

HARYANA GOVERNMENT  
GENERAL ADMINISTRATION DEPARTMENT  
(IN GENERAL SERVICES-II BRANCH)  
No. 16/7/2015-3GSII

Annexure 'A'

From

To

Chief Secretary to Government Haryana

1. All the Administrative Secretaries to the Government of Haryana.
2. All the Heads of Department, Haryana.
3. All the Commissioners, Ambala, Hisar, Rohtak & Gurgaon Division.
4. The Registrar, Punjab and Haryana High Court, Chandigarh.
5. All the Managing Directors / Chief Administrators of Boards / Corporations / Public Undertakings in Haryana.
6. All the Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.

Dated Chandigarh the 1<sup>st</sup> September, 2016

**Subject:- Policy for engaging / outsourcing of services / activities – regarding provision of 10 Casual Leave and 10 Medical Leave in a calendar year to the persons engaged under Part-II of the Policy.**


Sir/Madam,

I am directed to invite your attention to the Haryana Government circular letter No. 16/7/2015-3GS-II, dated 06.04.2015 on the subject noted above.

2. After careful consideration of the matter, the Government has decided that, subject to exigencies of work, Casual Leave for not more than 10 (ten) days & Medical Leave for not more than 10 (ten) days in a calendar year shall be granted to all the persons engaged under Part-II of the Outsourcing Policy dated 06.04.2015 by the Government of Haryana and Boards, Corporations & Public Undertakings of Government of Haryana.

3. This issues with concurrence of Finance Department conveyed vide U.O. No. 2/5/2016-4FR/18629, dated 22.08.2016.

Yours faithfully,


  
Secretary General Administration,  
for Chief Secretary to Government Haryana.

Enclst. No. 16/7/2015-3GS-II

Dated : 01-09-2016

A copy each is forwarded to the following for information and necessary action

1. All the Registrars of Universities in the State of Haryana.
2. The State Informatics Officer (NIC), Haryana Civil Secretariat, Chandigarh for uploading on the website of the State Government and Chief Secretary's Office as well. He is also requested to send this letter by e-mail to all the concerned.
3. The Director, Information & Public Relations Department, Haryana for wide publicity.

  
Secretary General Administration,  
for Chief Secretary to Government Haryana