



HIMACHAL PRADESH POWER CORPORATION LIMITED
(A State Government Undertaking)
Himfed Bhawan, Panjari, Old MLA Quarters, Shimla 171004.
Tel. 2633814 Fax, 2633813

No. HPPCL/ P&A-Law/General -Vol.-IV/2013-193-212

Date: 17/05/2013

SYSTEM CIRCULAR

Subject: Procedure regarding conduct of court cases.

In view of increased litigation and in order to effectively conduct and defend various court cases being instituted by and / or against HPPCL, it has been considered necessary to issue comprehensive procedural instructions in this regard. These instructions will supersede previous instructions, if any, on the subject.

1. Legal Cell upon receipt of intimation of filing / upon receipt of court notice will entrust the case to one of the appointed lawyer and inform the concerned HOP/ HOD. Necessary authorization to HOP / HOD to sign Vakalatnama / affidavits etc will be issued by the Legal cell.
2. Upon receipt of court notice or getting information from Legal Cell, the respective HOP's/ HOD's will have detailed comments / draft reply prepared based on facts and record.
3. The respective HOD/HOP will depute concerned officials / dealing hand conversant with the case, along with relevant record thereof to attend designated HPPCL lawyer office and get the reply prepared / vetted in the matter. It will be the responsibility of concerned HOP/ HOD to get the reply / response filed through counsel in the Hon'ble Courts within time, till all pleadings in the matter are complete. Office copy of the case will be maintained by respective project office.
4. Pairvi of cases in Hon'ble High Court will be conducted by Legal Cell. (Except land reference cases / RFA's, which will be done by LAO Office.)
5. Legal Cell will be responsible for filing / defending cases in Hon'ble Supreme Court. Concerned HOP will provide necessary assistance to Legal Cell.

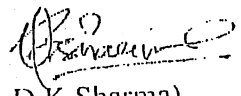
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6. Respective Head of Project (HoP) will conduct / defend Arbitration proceedings in relation to contract agreements pertaining to their project.
7. Respective HOD/ HOP's office will be responsible for *Pairvi* of cases in their respective District Courts. Respective HoP shall be the responsible for defending /regular *Pairvi* of all Environment/ Forest cases in National Green Tribunal concerning the particular project.
8. Terms and conditions of fee of the counsels will be settled and notified by Legal Cell. Fee bills of the counsel will be verified/ paid by respective HOP/ HOD in respect of cases being conducted by that office.

These instructions shall come into force with immediate effect.


(Er. D.K.Sharma)
Managing Director

CC: -

1. The Director (Civil), Director (Elect.), Director (Personnel), Director (Finance for favour of information.
2. All HOP /HOD's in HPPCL for information and necessary action.
3. PA to MD office for record.