



Himachal Pradesh Power Corporation Limited
(A State Govt. Undertaking)

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No. HPPCL/P&A/PRM/93 BOD/2026-22245-65

Dated: 28.03.26

CIRCULAR 2/26

In pursuance of the recommendations of the Service Committee dated 19.02.2026 duly approved by the Board of Directors vide Item No. 93.36 dated 16.03.2026, the **service and financial benefits on promotion/ placement** in HPPCL shall be admissible prospectively i.e. "from the date of assumption of charge of the post" in place of existing standard date of promotion.

Pursuant to the above, the existing clause of HPPCL Policy regarding Promotion of Executives, Supervisors and Workmen is revised to the following extent:-

HPPCL Policy Regarding Promotion of Executives	
Existing Clause	Revised Clause
<p><u>Clause No. 3.3</u> The executives due for promotion up-to the level E7A will be considered for promotion twice in a year i.e. w.e.f. the 1st of January and 1st of July every year. In case where promotions are coupled with transfers, the same will come into effect only upon the employee taking charge at the new place of posting.</p>	<p><u>Clause No. 3.3</u> The executives due for promotion up-to the level E7A will be considered for promotion/placement only once in a year. Those who will be completing eligibility as on 31st December will be eligible for consideration for promotion/ placement against the existing and anticipated vacancies of the next calendar year.</p>
<p><u>Clause No. 5.1</u> To enable promotions being effected in a planned and rational manner and to ensure that anomalies and unavoidable widening of inter-se differences are kept down to the minimum, promotion of executives to available vacancies in grades up-to E7 to E7A will normally be made effective from standard dates.</p>	<p><u>Clause No. 5.1</u> To enable promotions being effected in a planned and rational manner and to ensure that anomalies and unavoidable widening of inter-se differences are kept down to the minimum, promotion/placement of executives to available vacancies in grades up-to E7 to E7A will normally be made effective from the date of assumption of charge of the post.</p>
<p><u>Clause No. 5.3:</u> Executive in the grade of E7 and below, who are found fit for promotion will be considered for promotion effective from the standard dates, as mentioned below:</p> <p>a) Executives who complete the eligibility period as on 1st January shall be considered for promotion from 1st</p>	<p><u>Clause No. 5.3:</u> Executives in the grade of E7 and below who are found fit for promotion/placement shall be considered for promotion/placement effective from the date of assumption of charge of the post. In cases, where the promotion/placement is coupled with a transfer, the promotion/placement shall take effect from the date the executive assumes charge of the post at the new place of posting.</p> <p>a) <u>Deleted</u></p>

<p>January; and</p> <p>b) Executives who complete eligibility period as on 1st July shall be considered for promotion from 1st July.</p> <p>c) An executive who has been considered by DPC(s) and is not found suitable for promotion will become due to be considered from next year from the date arrived at as per sub para (a) & (b) above i.e. One full year will be added to his eligibility date every time he/she is dropped by DPC.</p> <p>d) Executives, who were not promoted due to non availability of vacancies, will be considered by DPC from immediate next standard date. However, candidates will have to compete with the new batch and merit shall be drawn by the DPC by considering the factors as envisaged herein.</p>	<p>b) <u>Deleted</u></p> <p>c) <u>Deleted.</u></p> <p>d) Executives, who were not promoted/placed due to non availability of vacancies, will be considered by DPC to be held subsequently. However, candidates will have to compete with the new batch and merit shall be drawn by the DPC by considering the factors as envisaged herein.</p>
<p>Clause No. 9.1.1: The DPC will be held every year in the month of April. The DPC will consider the suitability or otherwise of the eligible executives for promotion to the next higher grade, on the basis of their qualifications, Appraisal Reports, Grade Service, interview (wherever applicable) and other documents/records available in the personal files which may have a bearing on their being considered for promotions.</p>	<p>Clause No. 9.1.1: The DPC will be held every year preferably in the month of January. Those who will be completing eligibility as on 31st December will be eligible for promotion/placement against the existing vacancies and anticipated vacancies of the next calendar year. The DPC will consider the suitability or otherwise of the eligible executives for promotion/placement to the next higher grade, on the basis of their qualifications, Appraisal Reports, Grade Service, interview (wherever applicable) and other documents/records available in the personal files which may have a bearing on their being considered for promotion/ placement.</p> <p>9.1.1 (a): For calculating the number of vacancies: the existing vacancies and vacancies anticipated during the next 12 months from 1st January to 31st December shall be taken into account. The anticipated vacancies shall include vacancies arising on account of retirements and promotions.</p> <p>9.1.1 (b): For all the existing and anticipated vacancies, the DPC will draw a selection panel in equal number of existing and anticipated vacancies which could be utilized for making promotions/ placements against the vacancies occurring during the course of a year i.e. 1st January to 31st December.</p> <p>9.1.1 (c): To make promotions or placements</p>

	<p>for any unanticipated vacancies: a fresh meeting of the Departmental Promotion Committee will be convened within three months from the date such posts are created.</p> <p>9.3.1: The panel drawn by the DPC will be valid for a period of one year and extendable by another six months with approval of the Appointing Authority.</p>
HPPCL Policy Regarding Promotion of Supervisors	
Existing Clause	Revised Clause
<p><u>Clause No. 3.3</u> The Supervisors will be considered for promotion twice in a year i.e. w.e.f. the 1st of January and 1st of July every year.</p>	<p><u>Clause No. 3.3</u> The Supervisors will be considered for promotion/ placement only once in a year. Those who will be completing eligibility as on 31st December will be eligible for consideration for promotion/ placement against the existing and anticipated vacancies of the next calendar year.</p>
<p><u>Clause No. 5.1</u> To enable promotions being effected in a planned and rational manner and to ensure that anomalies and unavoidable widening of inter-se differences are kept down to the minimum, promotion of supervisors to available vacancies will normally be made effective from standard date/dates.</p>	<p><u>Clause No. 5.1</u> To enable promotions being effected in a planned and rational manner and to ensure that anomalies and unavoidable widening of inter-se differences are kept down to the minimum, promotion/ placement of supervisors to available vacancies will normally be made effective from the date of assumption of charge of the post.</p>
<p><u>Clause No. 5.3:</u> Supervisors who are found fit for promotion will be considered for promotion effective from the standard dates, as mentioned below:</p> <p>a) Supervisors who complete the eligibility period as on 1st January shall be considered for promotion from 1st January; and</p> <p>b) Supervisors who complete eligibility period as on 1st July shall be considered for promotion from 1st July.</p> <p>c) A Supervisor who has been considered by DPC and is not found suitable for promotion will become due to be considered from next year from the date arrived at as per sub para (a) & (b) above i.e. One full year will be</p>	<p><u>Clause No. 5.3:</u> Supervisors who are found fit for promotion/ placement shall be considered for promotion/ placement effective from the date of assumption of charge of the post. In cases, where the promotion/ placement is coupled with a transfer, the promotion/ placement shall take effect only from the date the Supervisor assumes charge of the post at the new place of posting.</p> <p>a) <u>Deleted</u></p> <p>b) <u>Deleted</u></p> <p>c) <u>Deleted.</u></p>

<p>added to his eligibility date every time he/she is dropped by DPC.</p> <p>d) Supervisors, who were not promoted due to non availability of vacancies, will be considered by DPC from immediate next standard date. However, candidates will have to compete with the new batch and merit shall be drawn by the DPC by considering the factors as envisaged herein.</p>	<p>d) Supervisors, who were not promoted/placed due to non availability of vacancies, will be considered by DPC to be held subsequently. However, candidates will have to compete with the new batch and merit shall be drawn by the DPC by considering the factors as envisaged herein.</p>
<p>Clause No. 10.2: The DPC will be held every year in the month of April. The DPC will consider the suitability or otherwise of the eligible supervisors for promotion to the next higher grade, on the basis of their qualifications, Appraisal Reports, Test (wherever applicable) and other documents/records available in the personal files which may have a bearing on their being considered for promotions.</p>	<p>Clause No. 10.2: The DPC will be held every year preferably in the month of January. Those who will be completing eligibility as on 31st December will be eligible for promotion/placement against the existing vacancies and anticipated vacancies of the next calendar year. The DPC will consider the suitability or otherwise of the eligible supervisors for promotion/placement to the next higher grade, on the basis of their qualifications, Appraisal Reports, Test/ Interview (wherever applicable) and other documents/records available in the personal files which may have a bearing on their being considered for promotions.</p> <p>10.2 (a): For calculating the number of vacancies: the existing vacancies and vacancies anticipated during the next 12 months from 1st January to 31st December shall be taken into account. The anticipated vacancies shall include vacancies arising on account of retirements and promotions.</p> <p>10.2 (b): For all the existing and anticipated vacancies, the DPC will draw a selection panel in equal number of existing and anticipated vacancies which could be utilized for making promotions/placements against the vacancies occurring during the course of a year i.e. 1st January to 31st December.</p> <p>10.2 (c) To make promotions or placements for any unanticipated vacancies: a fresh meeting of the Departmental Promotion Committee will be convened within three months from the date such posts are created.</p> <p>10.5.1: The panel drawn by the DPC will be valid for a period of one year and extendable by another six months with approval of the Appointing Authority.</p>
HPPCL Policy Regarding Promotion of Workmen	
Existing Clause	Revised Clause
<p>Clause No. 3.1(III) The workmen will be considered twice in year i.e. w.e.f.1st</p>	<p>Clause No. 3.1(III) The Workmen will be considered for promotion/ placement only once in a year.</p>

<p>January and 1st of July every year. The probation of a Workman on promotion shall commence from the date of promotion.</p>	<p>Those who will be completing eligibility as on 31st December will be eligible for consideration for promotion/ placement against the existing and anticipated vacancies of the next calendar year.</p>
<p>Clause No. 5 (I) To enable promotions being effected in a planned and rational manner and to ensure that anomalies and unavoidable widening of inter-se differences are kept down to the minimum, promotion of workmen to available vacancies will normally be made effective from standard date/dates.</p>	<p>Clause No. 5 (I) To enable promotions being effected in a planned and rational manner and to ensure that anomalies and unavoidable widening of inter-se differences are kept down to the minimum, promotion/ placement of Workmen to available vacancies will normally be made effective from the date of assumption of charge of the post.</p>
<p>Clause No. 5 (III) Workmen who are found fit for promotion will be considered for promotion effective from the standard dates, as mentioned below:</p> <ul style="list-style-type: none"> a) Workmen who complete the eligibility period as on 1st January shall be considered for promotion from 1st January; and b) Workmen who complete the eligibility period as on 1st July shall be considered for promotion from 1st July. c) A Workman who has been considered by DPC and is not found suitable for promotion will become due to be considered from next year from the date arrived at as per sub para (a) & (b) above i.e. One full year will be added to his eligibility date each time he/she is dropped by DPC. d) Workmen who were not promoted due to non availability of vacancies will be considered by DPC from immediate next standard date. However, candidates will have to compete with the new batch and merit shall be drawn by the DPC by considering the factors as envisaged in herein. 	<p>Clause No. 5 (III): Workmen who are found fit for promotion/ placement shall be considered for promotion/ placement effective from the date of assumption of charge of the post. In cases, where the promotion/ placement is coupled with a transfer, the promotion/ placement shall take effect only with effect from the date the Workmen assumes charge of the post at the new place of posting.</p> <ul style="list-style-type: none"> a) <u>Deleted</u> b) <u>Deleted</u> c) <u>Deleted</u> d) Workmen, who were not promoted/placed due to non availability of vacancies, will be considered by DPC to be held subsequently. However, candidates will have to compete with the new batch and merit shall be drawn by the DPC by considering the factors as envisaged herein.
<p>Clause No. 10.2: The DPC will be held every year in the month of April. The DPC will consider the suitability or otherwise of the eligible workmen for promotion to the next higher grade, on the basis of their qualifications, Appraisal Reports, Test (wherever applicable) and</p>	<p>Clause No. 10.2: The DPC will be held every year preferably in the month of January. Those who will be completing eligibility as on 31st December will be eligible for promotion/ placement against the existing vacancies and anticipated vacancies of the next calendar year. The DPC will consider the</p>

other documents/records available in the personal files which may have a bearing on their being considered for promotions.

suitability or otherwise of the eligible Workmen for promotion/placement to the next higher grade, on the basis of their qualifications, Appraisal Reports, Test/ Interview (wherever applicable) and other documents/records available in the personal files which may have a bearing on their being considered for promotions.

10.2 (a): **For calculating the number of vacancies:** the existing vacancies and vacancies anticipated during the next 12 months from 1st January to 31st December shall be taken into account. The anticipated vacancies shall include vacancies arising on account of retirements and promotions.

10.2 (b): For all the existing and anticipated vacancies, the DPC will draw a selection panel in equal number of existing and anticipated vacancies which could be utilized for making promotions/ placements against the vacancies occurring during the course of a year i.e. 1st January to 31st December.

10.2 (c): To make promotions or placements For any unanticipated vacancies: a fresh meeting of the Departmental Promotion Committee will be convened within three months from the date such posts are created.

10.5.1: The panel drawn by the DPC will be valid for a period of one year and extendable by another six months with approval of the Appointing Authority

This bears the approval of Competent Authority.


Dy. General Manager (P&A)

Copy forwarded to the following for information and necessary action:-

1. The Managing Director, HPPCL, Shimla.
2. The Director (Personnel), HPPCL, Shimla.
3. The Director (Finance), HPPCL, Shimla.
4. The Director (Civil), HPPCL, Shimla.
5. The Director (Electrical), HPPCL, Shimla.
6. All HOPs/ HODs, HPPCL.
7. The AGM (Finance), HPPCL, Shimla.
8. The Dy. Controller (F&A), HPPCL, Shimla.
9. The Sr. Manager (IT), HPPCL to upload the Circular in the official website of HPPCL.
10. The Sr. Manager (EE), HPPCL, Shimla.
11. The Sr. Manager (S&W), HPPCL, Shimla.
12. Guard File.


Dy. General Manager (P&A)