

Government of Himachal Pradesh
Public Works Department

No. PBW-AB(1)-03/2021

Dated : Shimla-02 the

12th April, 2022

NOTIFICATION

The Governor, Himachal Pradesh is pleased to notify the following recruitment scheme titled as " Multi Task Worker (*Lok Nirman*) Policy -2022" for the appointment of 5000 Multi Task Workers in the Himachal Pradesh Public Works Department (HPPWD) with immediate effect;

The incumbent is to be selected/appointed by the Committee constituted for the purpose.

- a) The person selected will be designated as Multi Task Worker (MTW) (*Lok Nirman*).
- b) The Engineer-in-Chief (ENC) will work out the Division-wise requirement in the concerned circle of Multi Task Worker (*Lok Nirman*) as per kilometer-wise man power requirement fixed in the existing guidelines of HPPWD and will bifurcate the number of persons engaged proportional for each Division.

1. Objectives:-

- To provide Multi Task Worker (*Lok Nirman*) in all the Sub-Divisions/Divisions of HP Public Works Department.
- To provide an opportunity for the eligible unemployed candidates to earn livelihood at local level.

2. Eligibility :-

Only such candidate will be eligible to apply for post of Multi Task Worker, who is :-

- i) Citizen of India.
- ii) Bonafide Himachali.
- iii) Of a sound mind.
- iv) No family member of the candidate should be in any kind of Government/PSU/Board job.
- v) Have never been involved in any act of criminal nature.

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- vi) Medically fit to perform strenuous manual work.
- vii) Permanent resident of the village/Gram Panchayat/Urban local body of the area, located in the Sub-Division/Division, HPPWD , for whom the recruitment is being done.

3. Educational Qualification:-

The candidate should have a minimum qualification of Middle Pass (8th) from a school/Institution situated within Himachal Pradesh. The condition of passing 8th from Himachali School shall not be applicable to Bonafide Himachali.

Desirable:- Knowledge of custom, manners and dialects of Himachal Pradesh.

4. Age Criteria:- The candidate shall be between the age of 18 and 45.

5. Advertisement/Notification of Vacancies:-

The Superintending Engineer of concerned circle, after approval of competent authority, will invite the application for recruitment to the post of Multi Task Worker (*Lok Nirman*) by advertisement through notice board of Sub-Division/Division & Circle, issuing copies to Gram Panchayats falling in the Sub-Division, one vernacular newspaper having maximum local circulation and ensuring wide publicity.

6. Applications :-

The candidates will have to apply for appointment as Multi Task Worker (*Lok Nirman*) on format prescribed, alongwith self attested photocopies of certificates to the concerned Executive Engineer of the Division who will compile all the applications received on or before the prescribed last date. The documents of the applicant shall be verified with the originals at the time of counselling. Concerned Executive Engineer will send a copy of such compiled list of applicants to the Superintending Engineer of the circle for information.

List of documents required to be attached with application form :-

- 1) Aadhar Card (*for Identity proof and Residence proof*).
- 2) Certificate of Age proof (*The birth certificate issued by Municipal or Panchayat or Middle school certificate from the recognized school last attended, or*

*Matriculation certificate as the case may be, shall be treated as valid document.
(Rule 172 of HPFR, 2009).*

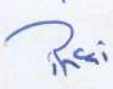
- 3) Certificate of Himachali Bonafide (Issued by SDO(C)/Tehsildar/Naib Tehsildar).
- 4) Certificate to the effect that no family member of the candidate in Government/PSU/Board job (Issued by SDO(C)/Tehsildar/Naib Tehsildar).
- 5) Social Category (SC/ST/OBC/EWS) Certificate (Issued by SDO(C)/Tehsildar/Naib Tehsildar).
- 6) Class 8th (Middle) Mark Sheet/certificate of passing – educational qualification.
- 7) BPL Certificate (if applicable) (Issued by the concerned Gram Panchayat on the prescribed format with reference number and date of issuance duly signed by concerned Panchayat Secretary / Sahayak and countersigned by concerned Gram Panchayat Pradhan and attested by the BDO concerned and in case of Urban area by Commissioner in Municipal Corporation, Executive Officer in Municipal Council, Secretary in Nagar Panchayats).

7. Selection Criteria:-

1. The Selection Committee shall judge the suitability of the candidates purely on merit. The Chairman/Member Secretary of the committee will keep complete record of the selection process.

The Selection Committee shall be as under.

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|------|---|------------------|
| i) | Executive Engineer (EE) of Division concerned | Chairman |
| ii) | Assistant Engineer (AE) of Div. concerned | Member |
| iii) | Superintendent, Gr. II O/o E.E. | Member Secretary |
2. The selection will be purely specific to a particular Sub-Division/Division/Circle only.
 3. In the selection process, marks shall be awarded to the candidates out of 10 marks.



The distribution of marks shall be as under:-

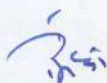
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|---|--|---------------------------|
| 1. | Academic Marks { Percentage of marks obtained in middle class to be calculated out of 5 marks, for example, a candidate getting 50% marks in middle class examination will be given 2.5 marks ($50 \times 0.050=2.5$)} | 5 Marks |
| 2. | Belonging to SC/ST/OBC family on production / submission of certificate as prescribed by Govt. of Himachal Pradesh from time to time. | 1 Marks |
| 3. | Belonging to BPL family/EWS family on production /submission of certificate as prescribed in this notification or notified by the Govt. of Himachal Pradesh from time to time. | 2 Marks |
| 4. | Physical Test (Engineer-in-Chief, HPPWD will prescribe the test to examine the physical capability of an applicant to perform the laid down function of the Multi Task Worker.) | 2 Marks |
| Total Marks | | 10 Marks |
| Candidate shortlisted on the basis of above process shall finally be selected on the production of Medical fitness by a medical board of a Govt. of HP Medical institution. | | |

8. Declaration of Result: -

Based on all relevant certificates, a merit list shall be drawn and candidates will be offered appointment as per merit subject to the verification of all information and certificates against the original.

9. Waiting List: -

For every selected candidate, a waiting list of two candidates will be prepared on merit. The waiting list will be valid for one year after the selection process is over. Waiting list candidates may be appointed if the selected candidate does not join the duty within stipulated time period or he/she leaves the job within one year of appointment.



10. Leave entitlement: -

One Casual leave will be admissible to the Multi Task Worker after putting in one month's continuous service. Total casual leave admissible to the Multi Task Worker will not exceed 12 in a year. The Multi Task Worker will also be entitled to 5 days leave in a year on grounds of illness provided same is certified by a registered medical practitioner. No other kind of leave will be admissible to the Multi Task Worker. Continuous absence beyond a week from duty without approval of the concerned officer/JE shall automatically lead to the termination of the services of the Multi Task Worker (*Lok Nirman*).

11. Right to claim Regular appointment: -

The candidates appointed as Multi Task Worker (*Lok Nirman*) will have no right, claim for regularization as regular employee of the State Government.

12. Terms and Conditions of service:-

- a) The selected incumbent will be paid honorarium at the rate of Rs 4500/- (Rupees four thousand and five hundred only) per month.
- b) The AE/JE concerned will prepare a weekly chart of quantifiable work responsibility given to the Multi Task Worker (*Lok Nirman*). However, the concerned JE shall have the liberty of changing the weekly work assignment midcourse depending upon change in need/exigencies.
- c) A Quarterly reporting format (to be devised by the ENC, HPPWD) shall be filled by the JE concerned and submitted to the concerned Executive Engineer, at the end of every quarter with counter signature of the Assistant Engineer. It will be the responsibility of the Sub-Division concerned to maintain the record of working of each Multi Task Worker (*Lok Nirman*). This certificate shall be sent to the concerned Superintending Engineer for record.
- d) The quarterly reporting shall elucidate the work output of the Multi Task Worker (*Lok Nirman*) as per weekly work assigned to them by the JE concerned.
- e) Unsatisfactory performance may result in termination of appointment by passing a order. The process of termination shall however not be completed unless at least 3 notices have been served upon the incumbent on a specific charge and there has been no improvement in service delivery. The concerned J.E. would have to substantially put down in writing the reasons for such termination and this would

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need to be countersigned by concerned Assistant Engineer based on record/technical reasons.

13. Roles and responsibilities:-

- All work assigned relating to construction and maintenance of roads and buildings. .
- Miscellaneous unskilled jobs such as earth work, carriage of material, assistance to artisans/technical staff of HPPWD, patrolling of roads, clearing and cleaning of roads etc.
- Any other duties assigned by Junior Engineer/official concerned.

The Government of Himachal Pradesh shall have the right to relax/amend any of the terms & conditions/provisions mentioned in the above scheme/policy in public interest.

By Order


(Subhasish Panda)

**Principal Secretary (PW) to the
Government of Himachal Pradesh**

12th April, 2022

Endst. No. As above

Dated : Shimla -2, the

Copy forwarded for information and necessary action:-

1. The Engineer-in-Chief, H.P.PWD Nigam Vihar , Shimla-2.
2. All the Chief Engineers in the H.P.PWD.
3. The Controller (Printing & Stationary), HP, Shimla-5 with the request to publish above notification in the Rajpatra.
4. All the Superintending Engineers in the H.P.PWD.
5. All the Executive Engineers in the H.P.PWD.
6. The Nodal Officer, IT, O/o Engineer-in-Chief, HPPWD, Shimla-2 to upload in official website of H.P. PWD.
7. Guard File


(Pushp Lata Singha)

**Joint Secretary (PW) to the
Government of Himachal Pradesh
Ph. 0177-2625117**