

GOVERNMENT OF ARUNACHAL PRADESH
OFFICE OF THE SUPERINTENDING ENGINEER(COORD)
ITANAGAR CIVIL CIRCLE
DEPTT. OF HYDRO POWER DEVELOPMENT
ITANAGAR

NO.SE/ICC/HPD/E-25/2010-2011/

Dated: /01/2011

MEMORANDUM

On the basis of the Stenography Speed Test followed by Written Examination, **SRI. SENWANG TONGLUK** is hereby offered a purely temporary appointment as **PERSONAL ASSISTANT** on the following terms and conditions :-

1. The offer of appointment will carry the pay scale of **5200 – 20,200 + Grade Pay Rs.2800/-** Per Month plus allowances as admissible under rule.
2. The appointment will take effect from the date of his / her actual joining of duty at the place of posting for the purpose of drawal of pay & allowances.
3. No traveling allowance will be admissible for joining at the place of posting.
4. No gratuity or pension will be admissible for the officiating service but he / she may be granted leave under the revised rules 1972 as amended from time to time.
5. The appointment carries with liability to service in any part of Arunachal Pradesh or outside where the **ARUNACHAL PRADESH HYDRO POWER DEVELOPMENT DEPARTMENT** has an organization.
6. **His / her services** are liable to be terminated by the Govt. at any time without assigning any reason but ordinarily one month's notice will be given. If however, he / she wishes to resign, he / she will have to submit his / her resignation and wait for its acceptance by the Govt. In case he / she goes away without its acceptance, he / she will be treated as having been dismissed from service with a disqualification for future employment under the Government of Arunachal Pradesh.
7. **He / she** is required to produce a certificate of good character from a First Class Magistrate or from 2(two) Gazetted Officers who are known to him / her for the last 3(three) years but not related to his / her before he / she is allowed to join the Department.
8. Original certificates and testimonials in support of his /her qualification, age caste / tribe should be produced before joining duty.
9. **If he /she** has been employed anywhere previously he / she will have to submit a discharge certificate from his / her last employer.
10. In case it is proved after acceptance of the appointment that he / she is a dismissed employee of the Union or State Government disqualifying him / her for future employment under the Govt; he / she will be dismissed from service without any remuneration.
11. In case it is proved after the acceptance of the appointment that qualification,