

HIMACHAL PRADESH
PUBLIC WORKS DEPARTMENT

NO.PWE-94-82 (Misc)/27-ES-I २३०४-२५०५ Dated:- १७-५-२०२५
From

Engineer-in-Chief,
HP.PWD, Shimla-2.

To

The Engineer-in-Chief (Projects)HPPWD,
The Chief Architect HPPWD, Shimla,
All the Chief Engineer (s) HPPWD,
All the Superintending Engineer (s) HPPWD,
All the Executive Engineer(s) HPPWD,
LAOs Shimla/Mandi /Kangra HPPWD,

Subject:-

Regarding annual exam schedule/calendar on a fixed date
in respect of the examinations being conducted by the
Himachal Pradesh Public Service Commission.

I am directed to enclose herewith photocopy of a letter
No. PWD-A-Fc(10)/2/2024 dated 05.05.2025 alongwith its enclosure received
from Secretary (PW) to the Govt. of H.P.Shimla on the subject cited above and to
request you to adhere to these instructions in letter and spirit under intimation to
this office.

Encl: As Above

Registrar,
Himachal Pradesh,PWD,
Shimla-2

Copy forwarded for information and similar necessary action to:-

✓ 1. Copy to the Executive Engineer (IT Wing) HP.PWD Shimla-2 with direction to
upload this letter a/w its enclosures on the official website of the Department.
2. The Superintendent Cr.-I,ES-I, II&III and dealing assistant in ES-I,EA-I,EA- II,
EA-III,EA- IV& V in this office.

Encl: As Above.


Registrar,
Himachal Pradesh,PWD,
Shimla-2


From

To

Subject:-

Sir,

No. PWD-A-F0(10)/2024
Government of Himachal Pradesh
Public Works Department

The Secretary (PW) to the
Government of Himachal Pradesh.

The Engineer-in-Chief,
HPPWD Nigam Vihar,
Shimla-171002

Dated: Shimla-2, the 05-05- 2025.

Regarding annual exam schedule / calendar on a
fixed date in respect of the examinations being
conducted by the Himachal Pradesh Public Service
Commission.

I am directed to enclose herewith photocopy of a
letter No. Per (AP-B) B (15)-1/2025, dated 23-04-2025 received from
Joint Secretary (Personnel) to the Government of HP, which is
addressed to all the Administrative Secretaries to the Govt. of HP on
the subject cited above and to request you to adhere to these
instructions in letter and spirit, under intimation to this department.

Yours faithfully,

Signed by
Surjeet Singh Rathore

Date: 03-05-2025 14:57:16

(Surjeet Singh Rathore)
Additional Secretary (PW) to the
Government of Himachal Pradesh

From

No. Per (AP-B) B (15)-1/2025
Government of Himachal Pradesh
Department of Personnel (AP-II)

To

The Chief Secretary to the
Government of Himachal Pradesh

All the Administrative Secretaries to the
Government of Himachal Pradesh
Shimla-171002.

Dated: Shimla-171002, the

Ad
23 April, 2025

26/04/
CO (PW-A)

Subject:

Regarding annual exam schedule/ calendar on a fixed date in respect of
the examinations being conducted by the Himachal Pradesh Public
Service Commission.

Sir/ Madam,

I am directed to invite your attention to the subject cited above and to say that it has brought to the notice of the Government by the H.P. Public Service Commission that the Departments submit their requisitions at their own convenience to the Commission throughout the year, which leads to delays in planning and scheduling exams, inefficient resource allocation, duplication of efforts and unnecessary expenditures, lack of transparency and coordination among departments and inconvenience to candidates, who face uncertainty regarding exam schedules. Calculating annual requirements doesn't require specialized knowledge or expertise and retirement dates are well-known in advance, and efforts being made in preparing pension papers for retiring employees can be leveraged to prepare timely requisitions for the Commission. It has also learnt that adopting a proactive approach, scheduling and publishing annual examination calendar on a fixed date has enhance the efficiency. The strategic move made by the other States has yielded remarkable results and it has considered imperative to share this best practice in the HPPSC. The advantages of calendar on a fixed date are enhanced efficiency, predictability and transparency, effective resource management, alignment with government needs and enhanced government credibility.

2. Timely receipt of requisitions will enable the Commission to craft a thoughtful schedule, considering all these factors and cater to the needs of youth from every corner of the State, instilling in them a sense of confidence and inclusivity, reassuring them that their needs matter.

3. After considering the matter, the State Government has decided to establish a deadline for all administrative departments etc. to forward their annual requisitions, including vacancies that will arise during the year. December 31st is designated as the deadline for departments to submit their requisitions. The Commission will then finalize and publish the schedule by January 15th of every year. The requisitions received after 31st December shall be carried forward to subsequent year, meaning thereby that these have to wait for one clear year to get advertised. Upon receiving the requisitions, the Commission will create a schedule, taking into account factors such as the type of exam (1, 2, or 3 tier), number of vacancies, and expected number of candidates. For instance, the Commission prefers to schedule popular exams like HPAS in April/May, when all parts of the state are accessible, and examination centers can be set up in every district, facilitating easy access for candidates. With this practice while youths will be aware of yearly schedule well in advance to practice and the supporting department such as police and District administration will be able to allot/ use resources most efficiently.

4. The above decision of the Government may be adhered to seriously to the specified timelines.

Yours faithfully,



(Balbir Singh)

Joint Secretary (Personnel) to the
Government of Himachal Pradesh

Phone No. 0177-2880851

email ID: persbr2-hp@nic.in

Endst. No. Per (AP-B) B(15)-1/2025 Dated: Shimla-171002, the April, 2025

A copy is forwarded to the Secretary, HPPSC, Nigam Vihar, Shimla-171002 w.r.t. D.O.No. SPS/Chairman-HPPSC-2024-32 dated 25.07.2024 from Capt. Rameshwar Singh Thakur, IPS (Retd.) Chairman, HP Public Service Commission for information. It is requested to apprise the Chairman accordingly please.

Joint Secretary (Personnel) to the
Government of Himachal Pradesh