


Himachal Pradesh
Public Service Commission

No. 3-33/2020-PSC (Exam)

Dated 29th December, 2023

NOTICE

It is for information of all concerned that the Commission is preparing a panel of Local Inspecting Officers/ Assistant Supervisors/Invigilators for performing duties in the Examinations to be conducted by UPSC/HPPSC in Shimla through H.P. Public Service Commission. The Central/State Government Officers/Officials, working/retired, residing in Shimla City and wish to enroll themselves in the panel can apply for performing duties as Local Inspecting Officer/Assistant Supervisor/Invigilator in the proforma enclosed (Annexure-I). The proforma duly filled in, is required to be submitted through E-mail on upscdesk.pscshimla@gmail.com or by hand in the Office of H.P. Public Service Commission, Shimla upto 15-01-2024. The Officers/Officials who will be found suitable for performing such duty of UPSC/HPPSC Examinations in Shimla will be paid honorarium as per norms fixed by the Commission (Annexure-II).


(D.K. Rattan) IAS,
Secretary,
H.P. Public Service Commission.

Annexure-I

Proforma to be filled in by the Officers/Officials of Central/State Government who wish to enroll themselves in the panel of Local Inspecting Officers/Assistant Supervisors/ Invigilators maintained by the H.P. PSC for conducting UPSC, New Delhi/HPPSC Examinations in Shimla H.P.

Only Central/State Government employees (working/retired) residing in Shimla City can apply for performing duties as Local I.O./Assistant Supervisor/Invigilator				
1.	Name (In Capital)			
2.	Address			
3.	Mobile No. and Email ID			
4.	Whatsapp Mobile No./Alternate No.			
5.	Date of Birth			
6.	Educational Qualification			
7.	Whether working/retired			
8.	ID Card No. (Please also attach a copy of Office ID card alongwith this proforma)			
9.	Department or Office (in which working or retired)			
10.	Designation/Post held			
11.	Whether Group A(Gazetted)/ Group B (Gazetted/Non-Gazetted)			
12.	Pay Scale and Grade Pay			
13.	Date of Retirement (in case of retirees)			
14.	Whether wants to apply for performing duties as Local Inspecting Officer/Assistant Supervisor/Invigilator			
15.	Previous Experience, if any. - Examination conducted by the UPSC/HPPSC/erstwhile HPSSC -Examination conducted by the other organizations/Bodies	Local I.O.	Assistant Supervisor	Invigilator

I hereby declare that information provided above is true and best of my knowledge and in case anything found incorrect necessary action may be taken against me in accordance with relevant Rule.

Date:

Signature.

Annexure-II

Rates of honorarium/remuneration to be paid to various examination functionaries			
Sr. No.		Arrangement Day	Rates per Session
1.	Local Inspecting Officer	1200.00	1200.00
2.	Assistant Supervisor	-	900.00
3.	Invigilator	-	800.00

Date:

Signature.