



Himachal Pradesh Power Corporation Limited
(A State Government Undertaking)
Himfed Building, BCS, New Shimla-171009.
Phone No. 0177- 2871812

HPPCL/Law/142/General Vol-VIII/2018/ 22093-III

Dated: 16-1-19

To

All HOPs/HODs

HPPCL

Subject:- Timely Payment of the Counsel Fee.

Sir,

In continuation to Office System Circulars No. HPPCL/Law/167/Bills/Vol-III/2016-1823-55 dated 25.04.2018 read with HPPCL/P&A/Policy Circular/2017-26491-515 dated 30.01.2018 on the above cited subject.

In this regard it is again requested to kindly process the bills of the Ld. Advocates through concerned Cell/Branch (to whom the case directly pertains) for the timely payments with appropriate entries in the record. It will not only avoid the delays in releasing the payments to the Ld. Advocates but will also help in updating the record of the payments made to an individual Advocate.

The copies of the above Circulars/Office Order dated 25.04.2018 & 30.01.2018 are also enclosed herewith for your ready reference.

Yours faithfully,

Director (Personnel)

Copy to:

1. The Director (Electrical), HPPCL, HIMFED Building, BCS, New Shimla -09 for information.
2. The Director (Civil), HPPCL, HIMFED Building, BCS, New Shimla -09 for information.
3. The Director (Finance), HPPCL, HIMFED Building, BCS, New Shimla -09 for information.
4. The Land Acquisition Officer, HPPCL, HIMFED Building, BCS, New Shimla -09 for information.
- ✓ 5. The Sr. Manager (IT), HPPCL, HIMFED Building, BCS, New Shimla -09 for uploading on the official website of HPPCL.
6. The Nodal Officers/Ld. Advocates of HPPCL for information.

Sr manager (IT)

Director (Personnel)

Himachal Pradesh Power Corporation Limited

(A State Government Undertaking)

Himfed Building, BCS, New Shimla, Shimla-9
 Phones 0177-2670633, 2671831. Website www.hppcl.in
 CIN U4010HP2006SGC030591

System Circular-1/17

In view of keeping of a proper record and updated status report for the timely disposal of cases, the management of HPPCL has decided that all the pending cases in Hon'ble Apex Courts/High Court/Subordinate Courts including Judicial and quasi judicial Courts such as Dispute Boards/Arbitration and cases in HPERC/CERC/ITAT etc. including RFAs, henceforth, be maintained in the Proforma enclosed below.

The dually filled proforma be made available to Director (Personnel) on or before 10th of every month. Further, a Monthly status report based on this proforma be prepared and placed for information of the Managing Director in every 3rd Monday Meeting.

It may be ensured that this report be checked and signed by an officer not less than the level of Dy. General Manager and it may also be ensured that all the details in the enclosed proforma be maintained without any fail and the same be updated regularly.

These instructions be adhered in letter and spirit

DA: - Proforma Sheet

Director (Personnel)

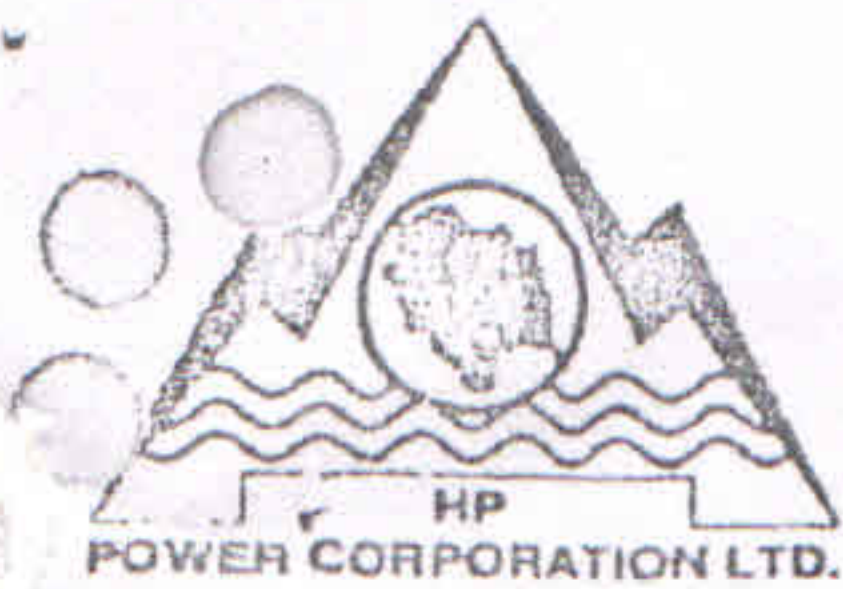
No. HPPCL/P&A/Policy Circular /2017- 26411-515

Dated: - 30/01/18

Copy for information and necessary action to: -

1. PS to the Managing Director, HPPCL, Himfed Building, BCS, Shimla-9 for kind information of the Managing Director please.
2. PS to the Director (Electrical/Finance/Civil), HPPCL, Himfed Building, BCS, Shimla-9 for kind information of the Director please.
3. The CES-cum-Chief Social & R&R specialist HPPCL, Himfed Building, BCS, Shimla-9
4. All HoPs/HoDs, HPPCL.
5. The GM (Corporate Planning), HPPCL with the request to ensure the same in every 3rd Monday Meeting.
6. The General Manager (Generation), HPPCL, Himfed Building, BCS, Shimla-9.
7. The AGM (F&A) HPPCL, Himfed Building, BCS, Shimla.
8. The Company Secretary-cum AGM, HPPCL, Himfed Building, BCS, Shimla-9.
9. The Sr. Manager (Law), HPPCL with a request to upload the office order in the official website of HPPCL.
10. The Sr. Manager (IT), HPPCL with a request to upload the office order in the official website of HPPCL.
11. The APO (Estate), Himfed Building, BCS, Shimla-9.

Director (Personnel)



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Himfed Building, BCS, New Shimla-171009.

Phone No. 0177- 2871812

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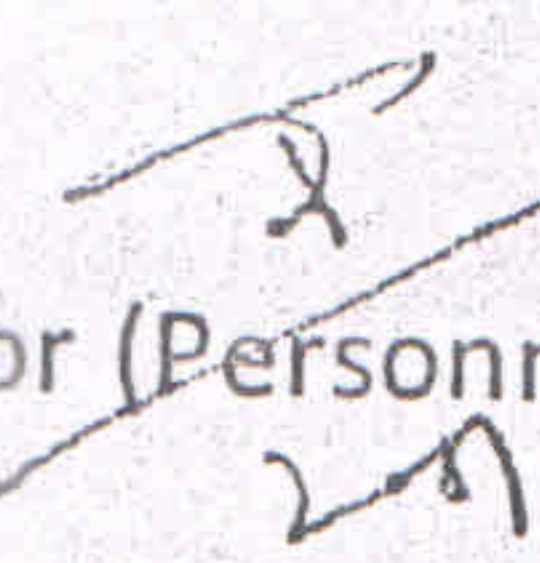
System Circular

It has been noticed that the payments/fee bills of Advocates engaged for conducting the cases on behalf of HPPCL before the Ld. Courts/Tribunals/Arbitrators etc. are used to be released to the Counsels/Advocates after its verification from the concerned Cell/HOPs/HODs of the Corporate in accordance with the financial powers defined in DoFP. But it was also realised that the tracking of payments released to the Advocates are not traceable easily.

Hence the necessity has been felt to formulate the Management of Accounts (periodically the payments released to the concerned Advocates) through this system circular in each concerned Cell/HOPs/HODs.

Now, in future while releasing the payments to the Advocates a vendor ID in SAP with parallel register of an Advocate in the concerned Cell/HOPs/HODs be also maintained. The verification of the Counsel Fee bill be made by the Office/Cell/Branch concerned (to whom the case directly pertains with previous payments released to the Advocate in that particular case) with photocopy of the assignment of the case to that Advocate.

The final bill will also be processed by the concerned Office/Cell/Branch (to whom the case directly pertains) after obtaining the entire case file with certified copy of the Judgement/Order etc., so that if the matter is assailed/placed before any Hon'ble Court/Authority then the concerned Office/Cell/Branch can be in a position to provide those documents immediately, as and when demanded.


Director (Personnel)

HPPCL/Law/ 167/Bills/Vol – III/2016-1823-55

Dated :- 25/4/18

Copy to:-

1. The PS to the Managing Director, HPPCL, Himfed Building, BCS, New Shimla for information please.
2. The Director (Civil), HPPCL, Himfed Building, BCS, New Shimla for information please.
3. The Director (Electrical), HPPCL, Himfed Building, BCS, New Shimla for information please.
4. The Director (Finance), HPPCL, Himfed Building, BCS, New Shimla for information please.
5. All the HOPs/HODs, HPPCL for necessary direction/intimation to the concerned please.


Director (Personnel)