

**HIMACHAL PRADESH UNIVERSITY**

'General Administration Section'

\*\*\*

No. 5-1/88-HPU(Genl.) Vol-VIII-

Dated: **05 JAN 2026**

**CIRCULAR**

It is brought to the notice of all the Chairperson/Head of Departments/Institutes/Centres/Controlling Officers of the University that the Principal Secretary (Finance) to the Govt. of Himachal Pradesh vide letter No. Fin-E (E) 3-3/2025 dated 11.12.2025 (copy enclosed) has issued instructions regarding impleadment of concerned Administrative Departments as necessary party in the Court Cases.

Accordingly, all the concerned are requested to kindly take further necessary action in the court matters strictly in accordance with the instructions contained in ibid letter, so that the direction issued by Govt. of Himachal Pradesh could be complied in letter and spirit.

Issued with the approval of the Hon'ble Vice-Chancellor.

  
**REGISTRAR**

Dated: **05 JAN 2026**

Endst. No. as above.

Copy to:

1. The Dean of Studies/ DSW/Chief Warden, HPU, Shimla-5.
2. All the Deans of Faculty/ Dean-cum-Director, CDC/ Dean, Planning & Teacher's Matters, HPU, Shimla-5.
3. All the Chairpersons/ Director of the Teaching Departments, HPU, Shimla-5
4. The Director, ICDEOL/UIT/HRDC/PECC/PRC/ IIHS/ AERC/IQAC/HPU Regional Centre, Dharamshala, District Kangra H.P. (UILS)/(UCBS) Ava-Lodge-Shimla-4.
5. The Finance Officer, HPU, Shimla-5 for necessary action.
6. The Incharge, Library/ HPU Health Centre, HPU, Shimla-5.
7. The COE/ACOE/FO/Joint Controller (SAD), HPU, Shimla-5.
8. The Principal, HPU Department of Evening Studies, Shimla-1.
9. The Principal, HPU Model School, Shimla-5.
10. The Public Relations Officer/Chief Security Officer, HPU, Shimla-5.
11. The Deputy/ Assistant Registrar, Admn./Estt/ Finance, HPU, Shimla-5.
12. All the Branch/Section Officer, HPU, Shimla-5.
13. The SPS/PS to VC/ PVC/Registrar, HPU, Shimla-5.
14. The Web Administrator, HPU, Shimla-5.
15. Guard file.

  
**REGISTRAR**

1547 CD  
17/12/25  
**PERSONAL ATTENTION**

No.Fin-E (E) 3-3/2025  
Government of Himachal Pradesh  
Department of Finance (Exp.Cont.-I)

From

The Pr. Secretary (Finance) to the  
Government of Himachal Pradesh.



To

1. The Registrar,  
Himachal Pradesh University,  
HP Summer Hill, Shimla-5.
2. The Registrar,  
Dr.YS Parmar University of Horticulture  
& Forestry, Nauni, Solan District Solan,HP.
3. The Registrar,  
CSK HP Agriculture University,  
Palampur, District Kangra, HP.
4. The Registrar,  
Sardar Patel University,  
Mandi District Mandi,HP.
5. The Registrar,  
Technical University  
Hamirpur District Hamirpur,HP.
6. The Registrar,  
Atal Medical and Research University,  
Mandi District Mandi,HP.

H.P. University  
Genl. Admn. Section.  
Dy. 3063  
Date 18/12/25

Dated Shimla-171002, the

11<sup>th</sup> December, 2025.

Subject: Regarding impleadment of concerned Administrative Departments  
as necessary party in the Court cases.

Sir,

It has been observed that in several cases pending before the Hon'ble High Court, either the copies of the petitions are not being received by the Finance Department in a timely manner or the same are not received from the Hon'ble High Court at all. Normally, the concerned Administrative Department is impleaded as a necessary party in such petitions due to its direct role in policy formulation, administrative action and implementation of statutory provisions related to the subject matter of the litigation. However, instances have come to notice where the concerned Administrative Department has not been impleaded as necessary party in the matter at the initial stage, resulting in procedural delays, repeated listings and avoidable difficulties in defending the State's position.

The Finance Department of the Government of Himachal Pradesh functions as the nodal department with respect to grant of pay scales/other allowances/benefits/incentives to State Government employees, creation/ up-gradation/ abolition of posts, and certain service rules including the Fundamental Rules. The Finance Department provides advice/opinions on various issues involving policy and financial implications as per the provisions of the "Business of the Government of Himachal Pradesh (Allocation) Rules, 2021" / "Rules of

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Registrar  
AR (GAO)  
SG (A. G. H.)

8/12/25  
21/12/25  
18-12-25  
D.A. (Revision)

Business of the Government of Himachal Pradesh" on the Departmental files of Administrative Department. It is emphasized that the Finance Department primarily acts as an advisory department, whereas the implementation of policies/orders etc. lies with the respective Administrative Departments or University level.

In order to ensure timely coordination, proper representation and efficient handling of court matters, all Registrars of Universities are requested to ensure that upon receipt of notice or knowledge of any petition filed before the Hon'ble High Court, the University shall immediately verify whether the concerned Administrative Department has been impleaded as a necessary party. In cases where the petitioner has not impleaded the concerned Administrative Department as necessary party, the University shall file an application before the Hon'ble High Court seeking impleadment of the concerned Administrative Department without delay. This action is essential to ensure that the Department responsible for initiating or implementing the impugned action has the opportunity to present the factual and policy position before the Hon'ble Court.

It is further requested that the University shall ensure that a complete set of the petition along with all annexure, is forwarded in advance to the Finance Department as well as to the concerned Administrative Department in order to avoid delays in filing of replies, ensure coordinated action, and minimize the risk of adverse orders arising from late submission of replies by the concerned Administrative Department on behalf of the Respondent (Finance Department) also.

The above instructions are issued with the approval of the competent authority and shall be followed strictly. These directions may be circulated among all officers dealing with court matters for immediate and strict compliance.

Yours faithfully,

  
(Rajesh Gautam)

Under Secretary (Finance) to the  
Government of Himachal Pradesh.  
Tele No.0177-2621070

Endst.No.As above, Dated Shimla-171002, the 11<sup>th</sup> December, 2025.

A copy is forwarded to the Secretary (Education / Horticulture / Agriculture / Tech.Edu. / Health) to the Government of Himachal Pradesh, for information and further necessary action.

  
(Rajesh Gautam)

Under Secretary (Finance) to the  
Government of Himachal Pradesh.  
Tele No.0177-2621070