

**HARYANA GOVERNMENT
GENERAL ADMINISTRATION DEPARTMENT
(IN GENERAL SERVICES-II BRANCH)**

No. 11/1/2019-3GSII

From

The Chief Secretary to Government Haryana

To

1. All the Administrative Secretaries to Government, Haryana.
2. All the Heads of Department, Haryana.
3. All the Commissioners, Ambala, Hisar, Rohtak, Gurugram, Karnal & Faridabad Divisions.
4. All the MDs/CAs of Boards/Corporations/Institutions in the State of Haryana.
5. The Registrar, Punjab & Haryana High Court, Chandigarh.
6. All Deputy Commissioners and Sub Divisional Officer (Civil) in Haryana.
7. All the Registrars of Universities in the State of Haryana.

Dated Chandigarh 31st December, 2019

Subject: Change of working hours of Haryana Govt. offices at Headquarter as well as Field offices.

Sir/Madam

I am directed to invite your attention to Haryana Government instructions No. 27/35/78-2GSII dated 20th May, 1994 on the subject noted above and to say that due to cold waves in State of Haryana, Haryana Government has decided to change the working hours of Haryana Govt. offices at Headquarter (Chandigarh and Panchkula) as well as for field offices from 9.30 AM to 5.30 PM instead of 9.00 AM to 5.00 PM from 1st January to 15th January, 2020.

Yours faithfully,

Rajender
Under Secretary, General Administration,
For Chief Secretary to Government Haryana

Endst. No. 11/1/2019-3GS-II

Dated: 31.12.2019

A copy each is forwarded to the following for information and necessary action: -

1. Additional Chief Secretary to Govt. Haryana, Transport Department with the request to reschedule employee transport as per above mentioned timings.
2. The State Informatics Officer (NIC), Haryana Civil Secretariat, Chandigarh for uploading on the website of the State Government and Chief Secretary's Office as well. He is also requested to send the letter by e-mail to all the concerned.
3. The Director General, Information & Public Relations Department, Haryana for wide publicity.

sd/-
Under Secretary, General Administration,
For Chief Secretary to Government Haryana