

Labour Commission,

**DATE BOUND**

No.41/2/2017-5SII  
GOVERNMENT OF HARYANA  
CHIEF SECRETARY'S OFFICE  
PERSONNEL DEPARTMENT



Dated, Chandigarh, the 12<sup>th</sup> April, 2017.

To

All the Heads of Departments in Haryana  
(Except, Chief Secretary to Government Haryana and  
Additional Chief Secretary and Financial Commissioner to Government  
Haryana, Revenue & Disaster Management Departments)

Subject: - Recruitment to the HCS (Executive Branch) from Register A-II of members  
of Group 'C' Service upto the vacancies of the year 2016.  
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Sir/Madam,

I am directed to invite your attention to the subject noted above and to say  
that the State Government has decided to fill up seven vacancies of HCS (Executive  
Branch) from Register A-II of members of Group 'C' Service upto the year 2016 in terms  
of rule 10 of Haryana Civil Service (Executive Branch) Rules, 2008. You are, therefore,  
requested to recommend the name of one member of Group 'C' Service working under  
your control for the aforesaid recruitment to the Chief Secretary to Government, Haryana,  
Personnel Department (Services-II Branch, 5<sup>th</sup> Floor, Haryana Civil Secretariat, Sector-1,  
Chandigarh). The member of Group 'C' Service whose name is to be recommended  
should fulfil the following conditions of eligibility, as on **1.11.2016**:-

- (a) (i) has completed eight years continuous Government Service;  
(ii) has not attained the age of fifty years;  
(iii) is not facing disciplinary proceedings and against whom action is not  
being contemplated; and  
(iv) is clear from vigilance angle;  
(v) is not a confirmed Gazetted officer.
- (b) is a graduate from a recognized University.

2. The department shall follow the instructions of Chief Secretary, Haryana  
issued vide endorsement no. 46/1/2013- 5 SII dated 10<sup>th</sup> May, 2013 and name (s) of the  
meritorious candidates shall be forwarded to the Chief Secretary to Government,  
Haryana. While making recommendations, the following record/information may also be  
forwarded:-

- i) Service profile of the eligible officer in proforma 'I' (five copies).  
ii) The upto date ACRs in original, of the officer concerned.  
iii) Attested copies of summaries of ACRs from the year 2006-2007 to  
2015-2016 in Form 'II' (five copies).  
iv) Integrity certificate in Form 'III' (five copies).

3. It is also clarified that all the recommending authorities can only make  
recommendation of such member of Group 'C' Service for whom they are employers and  
has a lien in their Departments or lien would be maintained and they can not recommend  
the name of the member of Group 'C' Service who belongs to other Departments but is  
working temporarily/ on deputation / transfer basis in their Departments. It is further  
clarified that you can recommend the name of one candidate only under the relevant

L-C  
18-4-17

Requisite n/c  
be ensured.

ALC  
19-4-2017

URGENT/IMMEDIATE  
KIND ATTENTION

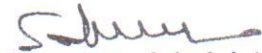
D. S. E.-II

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rules. Therefore, you are requested to recommend the name of one member of Group 'C' Service from your department. No department shall make recommendation beyond the prescribed number of recommendation as per rules ibid and in case, any department make the recommendation beyond the prescribed number of recommendations as per table in rule 10 (1) of the rules ibid, then all the recommendations of the department will be returned without assigning any reasons.

4. The recommendation should be reached to the Services-II Branch, 5<sup>th</sup> Floor, Haryana Civil Secretariat, Chandigarh within 30 days from issuance of this letter i.e. upto **11<sup>th</sup> May, 2017** positively. In case no recommendation is received till the aforesaid date, it would be presumed that you have no recommendation to make.

Yours faithfully,



Under Secretary Administration,  
for Chief Secretary to Government Haryana.

No. 41/2/2017- 5 SII

Dated, Chandigarh the 12<sup>th</sup> April, 2017.

A copy, along with enclosures, is forwarded to the Chief Secretary to Government, Haryana (In Establishment-I Branch) with the request to kindly recommend the name of any three eligible members of Group 'C' Service for recruitment to the HCS (Executive Branch) from Register A-II of the members of Group 'C' Service in accordance with the provisions contained in rule 10 of the Haryana Civil Service (Executive Branch) Rules, 2008 within 30 days from issuance of this letter i.e. up to **11<sup>th</sup> May, 2017**. It is also requested to follow the instructions of Chief Secretary, Haryana issued vide endorsement no. 46/1/2013- 5 SII dated 10<sup>th</sup> May, 2013 and name (s) of the meritorious candidates shall be forwarded to the Chief Secretary to Government, Haryana. Recommendations received after this date will not be entertained/considered.



Under Secretary Administration,  
for Chief Secretary to Government Haryana.

No. 41/2/2017- 5 SII

Dated, Chandigarh, the 12<sup>th</sup> April, 2017.

A copy, alongwith enclosures, is forwarded to the Additional Chief Secretary to Government, Haryana and Financial Commissioner, Revenue & Disaster Management and Consolidation Departments with the request to kindly recommend the name of any two eligible members of Group 'C' Service for recruitment to the HCS (Executive Branch) from Register A-II of the members of Group 'C' Service in accordance with the provisions contained in rule 10 of the Haryana Civil Service (Executive Branch) Rules, 2008 within 30 days from issuance of this letter i.e. upto the **11<sup>th</sup> May, 2017**. She is also requested to follow the instructions of Chief Secretary, Haryana issued vide endorsement no. 46/1/2013- 5 SII dated 10<sup>th</sup> May, 2013 and name (s) of the meritorious candidates shall be forwarded to the Chief Secretary to Government, Haryana. Recommendations received after this date will not be entertained/considered.



Under Secretary Administration,  
for Chief Secretary to Government Haryana.