

प्रेषक

श्रम आयुक्त, हरियाणा,  
चंडीगढ़।

सेवा में,

1. संयुक्त सचिव,  
हरियाणा भवन एवं अन्य सनिर्माण कर्मकार कल्याण बोर्ड, पंचकूला।
2. उप श्रम आयुक्त (कल्याण),  
कार्यालय हरियाणा श्रम कल्याण बोर्ड, पंचकूला।
3. लेखा अधिकारी-कम-नोडल अधिकारी,  
एच.आर.एम.एस., मुख्यालय।
4. सभी क्षेत्रीय डी.डी.ओ. हरियाणा राज्य श्रम विभाग।

क्रमांक: स्था0/01/2019/ 38089-144

दिनांक:

22/11/19

विषय:- कर्मचारियों/अधिकारियों से संबंधित डेटा एच.आर.एम.एस. पोर्टल पर दिनांक  
25.11.2019 से पूर्व अध्यतन करने बारे।

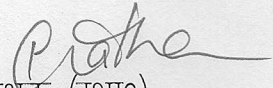
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उपरोक्त विषय के संदर्भ में।

विषयोक्त मामलें में आपको सादर सूचित किया जाता है कि मुख्य सचिव, हरियाणा सरकार द्वारा निर्णय लिया गया है कि प्रत्येक विभाग/बोर्ड/निगम अपने अधीन कार्यरत सभी कर्मचारियों/अधिकारियों का डेटा 25 दिसंबर, 2019 से पहले एचआरएमएस में दर्ज करना होगा (प्रति संलग्न)।

अतः आपको सूचित किया जाता है कि आप विशेष रुचि लेते हुए विषयोक्त मामलें में कार्यवाही करते हुए अपनी रिपोर्ट बारे मुख्यालय को ई-मेल/फैक्स के माध्यम से दिनांक 16.12.2019 तक मुख्यालय में भिजवाना सूचित करेंगे।

संलग्न:उपरोक्त

  
अधीक्षक (स्था0)

कृते: श्रम आयुक्त, हरियाणा।

पृष्ठाकांन क्रमांक: स्था0/01/2019/ 38089-144

दिनांक:

पत्र की प्रति नीजि सचिव/श्रम आयुक्त महोदय को सूचनार्थ एवं आगामी आवश्यक कार्यवाही हेतु भेजी जाती है।

अधीक्षक (स्था0)

कृते: श्रम आयुक्त, हरियाणा।

**MOST URGENT**  
**DATE BOUND**

No. 15/5/2017-1GS-II

From

The Chief Secretary to Government, Haryana

To

1. All the Administrative Secretaries to Government Haryana.
2. All the Vice-Chancellors of all the Universities in Haryana.
3. All the Heads of Departments of Haryana Government.
4. All the Managing Directors/Chief Administrators of Board and Corporations of Haryana Government.
5. All the Divisional Commissioners in Haryana.
6. The Registrar, Punjab and Haryana High Court, Chandigarh
7. All the Deputy Commissioners of the State of Haryana.

**Dated: Chandigarh, the 21st November, 2019**

**Subject: On line Transfer Policy.**

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Sir/Madam,

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*Pl. prepare the report  
for as to download  
on HRMS*  
I am directed to invite your attention on the subject noted above. The State Government have decided to frame online transfer policy in respect of every category of posts where the sanctioned strength of posts of a cadre, including the interchangeable posts, is more than 500 as well as data entry of all the employees of that designation by 28th February, 2019 in due consultation with the Employees Unions, if any.

*Supd  
Estt Bt  
for H/A/H*  
2. For this purpose it is also informed that data in respect of all the employees of every Department/ Board/Corporation/University/Authority must be got filled up by the respective Administrative Secretary and Head of the Department/Organization in the HRMS before 25th of December, 2019, positively.

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3. It has also been decided that the number of vacant posts (sanctioned minus filled up post) of every category whether more than 500 or less shall be evenly distributed over the relevant administrative unit(s) district/blocks/tehsils etc.

4. These evenly distributed posts shall be blocked **latest by 5.00 PM on 25<sup>th</sup> of November, 2019** by each and every Administrative Secretary at their level followed by a confirmation to the Chief Secretary the same day.

5. All concerned authorities are requested to ensure the compliance in letter and spirit immediately.

Yours faithfully,

*Raj...*