

From

Principal Secretary to Govt. Haryana,
Labour Department.

To

- 1 Addl. Labour Commissioner (NCR), Gurgaon
- 2 Joint Director (IS&H) (NCR), Gurugram.
- 3 All the Dy. Labour Commissioner in the State
- 4 All the Dy. Director (IS&H) in the State
- 5 All the Dy. Director Industrial Health in the State.
- 6 All the Assistant Labour Commissioner, in the State
- 7 All the Assistant Director, Industrial Safety and Health in the State.
- 8 All the Assistant Director, Industrial Safety and Health (Chemical) in the State.
- 9 All the Assistant Director, Industrial Health in the State.
- 10 Welfare officer (Women), Faridabad and Panipat.

No. Estt./01/2020/ 8732-8881
Chandigarh, dated 28/05/2020

Subject: - Official dealing between the Administration and Members of Parliament and State Legislature- observance of proper procedure- reiteration of instructions regarding.

In reference to letter No. 5/1/93-1Pol, dated 24.05.2020 of Chief Secretary to Govt. Haryana on the subject cited above.

It is to inform you that the Government has issued instruction that in the interest of prompt communication between the field officers and all elected representatives including the MPs and MLAs, the following points be strictly observed henceforth:-

1. The mobile telephone numbers currently in use by all elected representatives in your jurisdiction must be obtained and saved as contacts in your mobile phone.
2. Every phone call from any public representative should invariably be responded to immediately.
3. If it is not possible to take such a call due to any reason an SMS must be sent to that effect.
4. The SMS, should be followed up by a phone call at the earliest and no later than a couple of hours.
5. If the phone number of an elected representative does not respond or remains unreachable yet another SMS to this effect must be sent for record.

You are here by directed to comply with the above instructions with immediate effect.

Addl. Labour Commissioner (Admn.)
for Principal Secretary to Govt. of Haryana,
Labour Department.
dated,

Endst No. Estt./01/2020/

A copy of above is forwarded to the following information and necessary action please.