

No. IOV/H/2024-333
HARYANA GOVERNMENT
Chief Secretary's Office
Inquiry Officer, Vigilance

Dated Chandigarh 30th August, 2024

To

1. All the Administrative Secretaries to Government Haryana.
2. All the Heads of Departments in Haryana.
3. The Registrar General, Punjab and Haryana High Court, Chandigarh.
4. The Director General of Police, Haryana.
5. All the Divisional Commissioners in Haryana.
6. All the Deputy Commissioners in Haryana.
7. All the Managing Directors/Chief Administrators of Boards/Corporations/
Public Undertakings in Haryana State.
8. All the Registrars of Universities in Haryana.

Subject:- Empanelment of Inquiry Officers.

Sir/Madam,

I am directed to invite your attention to the subject noted above and to say that as per Govt. instructions no. 48/01/2008-3Vig-II, dated 15.03.2022 all the Disciplinary Authorities while nominating an empaneled Inquiry Officer of an officer in service are required to send an endorsement to the office of Inquiry Officer, Vigilance, Haryana (Room No. 49-50A, 3rd Floor, 30 Bays Building, Sector 17- C, Chandigarh) so that a record can be maintained about the inquiries being handled by various Inquiry Officers. Further, to monitor the disposal/progress of departmental inquiries, all the Disciplinary authorities also have to send a quarterly statement of the number of inquiries decided/ pending under Rule-7 against the Government employees to the office of Inquiry Officer, Vigilance, Haryana, in the prescribed proforma enclosed.

2. These instructions may be brought to the notice of all concerned for their compliance and future reference.

This is issued with the approval of competent authority.

Yours faithfully



District Attorney
for Inquiry Officer Vigilance
Haryana, Chandigarh

Proforma regarding status of Departmental Inquiries as on _____

1	Name of the Department/Office	
2	Name of the Inquiry Officer	
3	Number of charged persons involved in the Inquiry	
4	Name and designation of the charged person(s)	
5	Date of appointment for an Inquiry	
6	Number of Inquiries marked before the 1st January of the current calendar year and still pending	
7	Number of Inquiries marked during the 1st/ 2nd/3rd/4th, quarter of the current calendar year	
8	Number of Inquiries pending with the Inquiry Officer out of the same marked during the current calendar year	
9	Number of Inquiries finalized within the prescribed period by the Inquiry Officer during the current calendar year	
10	Number of Inquiries finalized within the prescribed period by the Inquiry Officer during the current calendar year but not within the prescribed period	

Signature of Disciplinary Authority _____

Name _____

Designation _____