

No.01/25/2025-3CC-I
HARYANA GOVERNMENT
HUMAN RESOURCES DEPARTMENT
Common Cadre-I

Dated, Chandigarh, the 12th June, 2025

To

All the Heads of Departments, Haryana.


Subject: Regarding clarification for updation of HRMS for newly appointed Group - D Common Cadre employees recommended (Peons) against Advt. No.01/2023 through Human Resource Department.

Sir/Madam,

I am directed to invite your attention on the subject cited above.

2. In reference to the necessary clarification/direction sought by various departments in case of updation of HRMS for newly appointed Group-D Common Cadre employees recommended against Advt. No.01/2023.
3. In this regard, it is intimated that the two options already exist on HRMS portal i.e. date of joining in service and the date of joining in the Department/office and the departments are directed to act accordingly after obtaining the data w.r.t date of joining in service form the concerned Divisional Commissioners/D.C Panchkula where such Group-D Common Cadre employees had initially joined.
4. These instructions may please be brought to the notice of all concerned for strict compliance in letter and spirit.

Yours faithfully,



**Superintendent, Common Cadre-I
for Chief Secretary to Govt. Haryana,
Human Resources Department.**

Dated:- 12.06.2025

Endt No.01/25/2025-3CC-I

Copy is forwarded to following with request to provide such required information to departments at the earliest:-

1. Divisional Commissioner Gurgaon
2. Divisional Commissioner Rohtak
3. Divisional Commissioner Faridabad
4. Divisional Commissioner Karnal
5. Divisional Commissioner Hissar
6. Divisional Commissioner Ambala
7. Divisional Commissioner Panchkula


**Superintendent, Common Cadre-I
for Chief Secretary to Govt. Haryana,
Human Resources Department.**