

**Immediated/Date Bound**

No. 6/ 74 /2025-5HR-I  
**HARYANA GOVERNMENT**  
**HUMAN RESOURCES DEPARTMENT**  
**(Human Resources-I Branch)**

**Dated: Chandigarh, the 07<sup>th</sup> January, 2026.**

To

1. All the Administrative Secretaries to Government of Haryana.
2. All the Heads of the Departments in the State of Haryana.
3. The Managing Directors/ Chief Administrators of all the Boards/ Corporations /Authorities in the State of Haryana.
4. All the Divisional Commissioners in the State of Haryana.
5. All the Deputy Commissioners in the State of Haryana.

**Subject: - To fix training regarding the Haryana Contractual Employees (Security of Service) Web Portal through Video Conferencing.**

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Sir/Madam,

I am directed to invite your kind attention to this Department's letter of even number dated **23rd December, 2025** and to state that the *Haryana Contractual Employees (Security of Service) Web Portal* has been launched on **25.12.2025** for submission of applications by eligible contractual employees up to **31st January, 2026**.

2. Now, State Government has decided that a mandatory training session regarding the Portal shall be conducted for all Departments/Boards/Corporations/Authorities through **Video Conferencing on 08.01.2026 (Thursday) at 11:00 AM**. The training is being organized to ensure uniform understanding of the Portal, its procedures, functionalities, and to resolve issue being faced by candidates/DDOs concerned.

3. Therefore, all Departments/Boards/Corporations/Authorities shall ensure that the concerned officers/officials dealing with the Portal attend the training session positively. Further, each Department/Board/Corporation/Authority shall nominate **2-3 eligible Group-C contractual employees** to attend the said training so that they may assist other eligible employees in form filling.

**Note:-** *The Video Conferencing link and further instructions will be communicated separately on the site of Web Portal.*

4. These instructions may please be brought to the notice of all concerned for strict compliance in a time-bound manner.

Yours faithfully,



Superintendent Human Resources-I,  
for Commissioner & Secretary to Government Haryana,  
Human Resources Department

Endst. No. 6/ 74 /2025-5HR-I

Dated, Chandigarh, the 07<sup>th</sup> January, 2026.

A copy is forwarded to the following authorities with the direction to nominate their representatives to attend the above-mentioned Video Conferencing session **without fail** and to satisfactorily respond to and resolve the queries during the session. Any lapse or non-attendance shall be viewed seriously:

1. *The Director, Treasury & Accounts Department.*
2. *The Chief Executive Officer, Haryana Kaushal Rozgar Nigam Limited.*
3. *The Senior Director, Information Technology (NIC).*
4. *The Managing Director, Haryana Knowledge Corporation Limited.*



Superintendent Human Resources-I,  
for Commissioner & Secretary to Government Haryana,  
Human Resources Department

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A copy of above is forwarded to **State Informatics Officer, NIC, 9th Floor, Haryana Civil Secretariat, Sector-1, Chandigarh** with the request to arrange NIC Conference Hall for this VC (from 11:00 AM to 02:00 PM) and also provide link of Video-Conferencing [schedule to be held **on 08.01.2026 (Thursday) at 11:00 AM**] on Mail ID- [ps-hrd@hry.gov.in](mailto:ps-hrd@hry.gov.in).



Superintendent Human Resources-I,  
for Commissioner & Secretary to Government Haryana,  
Human Resources Department