

No. 12/77/85-SII

From The Chief Secretary to Government, Haryana.

- To
- 1) All Heads of Departments in Haryana;
 - 2) Commissioners, Ambala/Hissar Division and
 - 3) All the Deputy Commissioners in Haryana.

Dated, Chandigarh the 6th June, 1985.

Subject: Forwarding of applications of IAS/HCS officers to Government for grant of leave.

Sir,

I am directed to invite reference to the subject noted above and to say that it has been noticed that the applications of IAS/HCS officers for grant of leave to them are not being forwarded to Government well in time with the result that some officers proceed on leave without prior sanction which is irregular, and the leave has to be sanctioned ex-post facto. I am, therefore, directed to request that in future applications for grant of leave to IAS/HCS officers should be sent to Government alongwith the requisite recommendations well in time so that necessary orders thereon can be issued before the date an officer actually proceeds on leave.

2. These instructions may please be brought to the notice of all concerned for strict compliance. The receipt of these instructions may also kindly be acknowledged.

Yours faithfully,

Am. K. Mahajan
Under Secretary Administration,
for Chief Secretary to Government, Hary

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A copy each is forwarded to :-

All the Financial Commissioners; and
all the Administrative Secretaries to Government, Haryana,
for information and necessary action.

Ami Mehra
Under Secretary Administration,
for Chief Secretary to Government, Haryana.

To

K. S. Patel
All the Financial Commissioners; and
all the Administrative Secretaries to Government,
Haryana.

U.O.No.12/77/85-SII Dated, Chandigarh the 6th June, 1985.