

ORDER

With a view to removing the over-lapping functions, multiple channels and to streamlining the working of various branches of Haryana Civil Secretariat, directly under the control of Chief Secretary to Government Haryana, the following work (s) is/ are hereby redistributed/ re-allocated to various branches of Haryana Civil Secretariat as under:

Sr. No.	Work to be allocated	Presently dealt by	Transferred to	Controlling Officer	Remarks
1.	Retirement work of Judicial Officers	General Services-II Branch	Services-III Branch	Under Secretary Services-III/ Special Secretary Political and Services	One Assistant from General Services-II Branch be transferred with post to Services-III Branch
2.	All matter connected with General Provident Fund, Property Returns, Advances and Conduct Rules of I.A.S. Officers.	General Services-II Branch	Services-IV Branch (Re-Organization Branch is renamed as Services-IV Branch)	Under Secretary Services-III/ Special Secretary Political and Services	One Assistant from General Services-II Branch be transferred with post to Services-IV Branch
3.	The work of Pay fixation of I.A.S./ H.C.S. Officers and Service Verification etc.	Services-III Branch	Services-IV Branch	Under Secretary Services-III/ Special Secretary Political and Services	Three Assistants from Services-III Branch be transferred with post to Services-IV Branch
4.	Work relating to policies regarding ACRs, Verification of Character and Antecedents and Crossing of Efficiency Bar of State Government Employees	Services-I Branch	General Services-III Branch	Under Secretary General Administration/ Joint Secretary General Administration	One Assistant from Services-I Branch be transferred with post to General Services-III Branch
5.	Work relating to allotment of vehicles, their maintenance, issue of POL	Political Branch	R.V.A. Section	Under Secretary Protocol/ Special Secretary, Political and Services	One Assistant from Political Branch be transferred with post to

	Section as well as Secretariat Officer's Car Pool				
6.	Work relating to Centre-State Relations/ Commissions/ Inter-State Council etc.	Political Branch	Monitoring & Coordination Cell	Under Secretary Monitoring and Coordination/ Joint Secretary Coordination/ FC Coordination	
7.	Work pertaining to Zonal Councils etc.	Re-organization Branch	Monitoring and Coordination Cell	Under Secretary Monitoring and Coordination/ Joint Secretary Coordination/ FC Coordination	Two Assistants from Re-organization Branch be transferred with post to Monitoring and Coordination Cell
8.	Work pertaining instructions regarding action taken on the death of high dignitaries and swearing in ceremony for the Council of Ministers and swearing in and farewell ceremonies of Governor's and Acting Governor's	Political Branch	Protocol and Publicity Branch	Under Secretary Protocol/ Joint Secretary General Administration	

The strength of the posts of Assistant of the following branches will be henceforth as under:

- | | | | |
|----|----------------------------------|---|---|
| 1. | General Services-II Branch | - | 4 |
| 2. | General Services-III Branch | - | 3 |
| 3. | Services-I Branch | - | 5 |
| 4. | Services-III Branch | - | 4 |
| 5. | Services-IV Branch | - | 4 |
| 6. | Monitoring and Coordination Cell | - | 5 |
| 7. | R.V.A. Section | - | 4 |
| 8. | Protocol and Publicity Branch | - | 7 |
| 9. | Political Branch | - | 4 |

It is clarified that no new post of Assistant/ Deputy Superintendent/

Superintendents and Superintendents will also remain the same in regard to the branches being restructured.

Dated, Chandigarh,
the 21st July, 2009



DHARAM VIR
Chief Secretary to Government Haryana

No. 22/21/2009- Estt.-I

Dated, Chandigarh, the 21st, July, 2009


A copy each is forwarded for information and necessary action to:

1. The Financial Commissioner and Principal Secretary to Government Haryana, Finance Department (in F.G.-I Branch)
2. The Financial Commissioner and Principal Secretary to Government Haryana, Coordination Department
3. The Special Secretary to Government Haryana, Political and Services Department
4. The Joint Secretary to Government Haryana, General Administration Department
5. The Joint Secretary to Government Haryana, Secretariat Establishment
6. The Deputy Secretary to Government Haryana, Secretariat Establishment
7. The Under Secretary (Services-III) to Government Haryana
8. The Under Secretary to Government Haryana, Protocol Department
9. The Under Secretary to Government Haryana, Political Department
10. The Under Secretary to Government Haryana, Urban Local Bodies and Power Department
11. The Under Secretary to Government Haryana, General Administration Department
12. The Under Secretary (General) to Government Haryana, (in Accounts and Accounts & Partition Branch)
13. Superintendent Services-I/ Services-III/General Services-II/ General Services-III/ Protocol and Publicity/ Political/ R.V.A. Section/ Reorganization and Monitoring and Coordination Cell.


Deputy Secretary Sectt. Establishment,
for Chief Secretary to Government Haryana


Internal Distribution:

1. Secretary to PSCM/ PS to CS/ PA to JSSE
2. Superintendent Accounts/ Accounts and Partition/Cash/ Establishment-II
3. Ad.O-I and II/ Librarian/ Resident Assistant/ Store Keeper/ Care Taker
4. 1E/2E/3E/4E/5E/6E/7E/8E (in Establishment-I Branch)


Deputy Secretary Sectt. Establishment
