

**DATE BOUND**

No.41/3/2019-5SII

GOVERNMENT OF HARYANA  
CHIEF SECRETARY'S OFFICE  
PERSONNEL DEPARTMENT

Dated, Chandigarh, the 24<sup>th</sup> June, 2019.

To

1. All the Administrative Secretaries in the State of Haryana (list enclosed).
2. All the Heads of Department in the State of Haryana (list enclosed).

**Subject: -** Recruitment to the HCS (Executive Branch) from Register A-II of members of Group 'C' Service against the vacancies of the year 2019.

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Sir,

I am directed to invite your attention to the subject noted above and to say that on the recommendation of State Government, Haryana Public Service Commission, Panchkula has advertised 18 vacancies of HCS (Executive Branch) from Register A-II of members of Group-C Service vide advertisement No. 4/2019 dated 13.08.2019 (copy enclosed) in terms of following rule 10 of Haryana Civil Service (Executive Branch) Rules, 2008: -

**"10. Selection of Candidates for Register A-II.- (1)** The Commission shall invite applications from amongst the eligible members of Group-C Service, which shall be submitted to the Commission by the Heads of Departments of Haryana through their Administrative Secretaries in the prescribed Form-I, alongwith summary of Annual Confidential Reports grading and integrity certificates duly signed by the recommending authorities.

**(2)** The name of only such a member of Group-C Service shall be submitted under the provisions of sub-rule (1) who-

- (a) (i) has completed eight years continuous Government Service;
  - (ii) has not attained the age of fifty years on the first day of November immediately preceding the date of submission of names by the concerned authorities;
  - (iii) is not facing disciplinary proceedings and against whom action is not being contemplated; and
  - (iv) is clear from vigilance angle;
- (b) is a Graduate from a recognized University.

**(3)** The Commission shall allow all such candidates recommended under the provisions of sub-rule (1) to appear in the written examination provisionally subject to the fulfillment of all eligibility conditions and after conducting a written test, the Commission shall prepare a list of candidates, three times the number of vacancies plus bracketed candidates, if any. Thereafter, the original record of all candidates whose names appear in the said list shall be summoned by the Commission from their Heads of Departments. After scrutiny of original record, interview of eligible candidates shall be conducted by the Commission.

**(4)** For final selection of the candidates from the list prepared under sub-rule (3), the Commission shall determine the suitability of candidates on the basis of Annual Confidential Reports, experience and performance in the interview:

Provided that the members of the Commission involved in the final selection, shall certify in respect of each candidate that they have no relation with them.

**(5)** The Commission, thereafter, shall recommend, in order of merit and equal to the number of vacancies, the most suitable persons for entering their names in Register A-II, as accepted candidates and these names shall be entered in this register, in the order in which they are recommended by the Commission."

2. A copy of the said advertisement No. 4/2019 dated 13.06.2019 alongwith its enclosures issued by the Haryana Public Service Commission for recruitment to HCS (Executive Branch) from Register A-II of members of Group-C Service for the year 2019 is sent to you with the request to recommend the names of willing and eligible members of Group-C Service to Haryana Public Service Commission in prescribed performa through proper channel in a time line manners so as to reach the Commission prior to the last date i.e. 8.7.2019 to avoid the last minute rush. The recommending authorities can make recommendation of only such member of Group 'C' Service for whom they are employers and such members have a lien in their Departments or lien would be maintained. The recommending authorities can not recommend the name of the member of Group 'C' Service who belongs to other Departments and is working temporarily/ on deputation in their Department.

Yours faithfully,



Superintendent Services-II,  
for Chief Secretary to Government, Haryana.

Endst No. No.41/3/2019-5SI

Dated, Chandigarh the 24<sup>th</sup> June, 2019.

A copy is forwarded to Secretary, Haryana Public Service Commission, Panchkula with reference to his letter No. Exam PR 1/2019/5217 dated 13.6.2019 for information and necessary action.



Superintendent Services-II,  
for Chief Secretary to Government, Haryana.

**LIST OF HEAD OF DEPARTMENTS OF STATE GOVERNMENT**

Sr. No.	Name of Department
1.	Advocate General, Haryana
2.	Director General, Agriculture Department Haryana
3.	Director General, Animal Husbandry and Dairying Department, Haryana
4.	Director, Archaeology & Museums Department, Haryana.
5.	Chief Architect, Architectural Department, Haryana.
6.	Director, Achieves Department, Haryana.
7.	Director, AYUSH Department, Haryana.
8.	Director, Census Operations, Haryana.
9.	Chief Electrical Inspector, Haryana.
10.	Advisor, Civil Aviation Department, Haryana.
11.	Registrar, Cooperative Societies, Haryana.
12.	Commissioner, Ambala Division, Ambala.
13.	Commissioner, Karnal Division, Karnal.
14.	Commissioner, Hisar Division, Hisar.
15.	Commissioner, Rohtak Division, Rohtak.
16.	Commissioner, Gurugram Division, Gurugram.
17.	Commissioner, Faridabad Division, Faridabad.
18.	Director General, Development & Panchayats Department, Haryana.
19.	Director, Economic & Statistical Analysis, Haryana.
20.	Chief Electoral Officer, Elections Department, Haryana.
21.	Director, Electronics and Information Technology, Haryana.
22.	Director, Elementary Education Department, Haryana.
23.	Director General, Secondary Education Department, Haryana.
24.	Director General, Higher Education Department, Haryana.
25.	Director, Employees State Insurance Health Care, Haryana.
26.	Director General, Employment Department, Haryana.
27.	Director, Environment Department, Haryana.
28.	Excise & Taxation Commissioner, Haryana.
29.	Additional Chief Secretary to Government, Haryana, Revenue and Disaster Management Department, Haryana.
30.	Director, Fisheries Department, Haryana.
31.	Director, Food & Supplies Department, Haryana.
32.	Commissioner, Food and Drugs Administration, Haryana.
33.	Principal Chief Conservator of Forest, Forest and Wild Life Department.
34.	Chairman, Haryana Backward Classes Commission, Chandigarh.
35.	Chief Secretary to Government, Haryana, Secretariat Establishment Department.
36.	Director General, Haryana Police.
37.	Director, Haryana State Lotteries Department.
38.	Director General, Health Services Department.
39.	Commandant General, Home Guards & Director, Civil Defence, Haryana.

40.	Director, Horticulture Department, Haryana.
41.	Director, Hospitality Department, Haryana.
42.	Director, Industrial Training & Vocational Education Department, Haryana.
43.	Director, Industries & Commerce Department, Haryana.
44.	Director General, Information, Public Relations and Cultural Affairs Department, Haryana.
45.	Director, Institutional Finance and Credit Control, Haryana.
46.	Engineer-in-Chief, Irrigation and Water Resources Department, Haryana.
47.	Labour Commissioner, Labour Department, Haryana.
48.	Director General, Land Records and Consolidation, Haryana.
49.	Secretary-cum-Legal Remembrancer, Law and Legislative Department, Haryana.
50.	Director, Local Audit Department, Haryana.
51.	Director, Medical Education and Research Department, Haryana.
52.	Director, Mines & Geology Department, Haryana.
53.	Chief Engineer, Panchayati Raj, Haryana.
54.	Controller, Printing & Stationery Department, Haryana.
55.	Director General, Prisons Haryana.
56.	Director, Prosecution Department, Haryana.
57.	Engineer-in-Chief, Public Health Engineering Department, Haryana.
58.	Engineer-in-Chief, Public Works Department (Building & Roads), Haryana.
59.	Director, Renewable Energy Department, Haryana.
60.	Director, Rural Development Department.
61.	Director, Science & Technology Department, Haryana.
62.	Director, Small Savings Department, Haryana.
63.	Director, Social Justice & Empowerment.
64.	Director, Sports and Youth Affairs, Haryana.
65.	Director General, State Transport Department, Haryana.
66.	Director, State Vigilance Bureau, Haryana, Panchkula.
67.	Director, Supplies and Disposals, Haryana.
68.	Director, Technical Education Department.
69.	Director, Tourism Department, Haryana.
70.	Director, Town & Country Planning Department, Haryana.
71.	Transport Commissioner, Transport Department, Haryana.
72.	Director General, Treasuries and Accounts Department, Haryana.
73.	Director General, Urban Estates Department, Haryana.
74.	Director, Urban Local Bodies Department, Haryana.
75.	Director, Welfare of Schedule Castes and Backward Classes Department, Haryana.
76.	Director, Women and Child Development, Haryana.
77.	Secretary to Governor, Haryana.
78.	Director, State Vigilance Bureau.
79.	Director General, Consolidations of Holdings

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**LIST OF ADMINISTRATIVE SECRETARIES**

Sr. No.	Name of Department
1.	Chief Secretary to Government, Haryana.
2.	Additional Chief Secretary to Government, Haryana and Financial Commissioner, Revenue and Disaster Management and Consolidation Departments.
3.	Additional Chief Secretary to Government, Haryana, Agriculture and Farmers Welfare, Vigilance and Fisheries Departments.
4.	Additional Chief Secretary to Government, Haryana, Home, Jails Criminal Investigation and Administration of Justice Departments.
5.	Additional Chief Secretary to Government, Haryana, Animal Husbandry and Dairying Department.
6.	Additional Chief Secretary to Government, Haryana, Transport Department.
7.	Additional Chief Secretary to Government, Haryana, Tourism Department.
8.	Additional Chief Secretary to Government, Haryana, Excise & Taxation Department.
9.	Additional Chief Secretary to Government, Haryana, Printing & Stationery Department.
10.	Additional Chief Secretary to Government, Haryana, School Education and Mines & Geology Departments.
11.	Additional Chief Secretary to Government, Haryana, PW (B&R) and Architecture Departments.
12.	Additional Chief Secretary to Government, Haryana, Art and Cultural Affairs, Archives, Archaeology, Museums, Environment and Climate change Departments.
13.	Additional Chief Secretary to Government, Haryana, Cooperation Department.
14.	Additional Chief Secretary to Government, Haryana, Civil Aviation, Industries & Commerce and Skill Development and Industrial Training Departments.
15.	Additional Chief Secretary to Government, Haryana, Power, Employment and Renewable Energy Department.
16.	Additional Chief Secretary to Government, Haryana, Medical Education & Research Department.
17.	Additional Chief Secretary to Government, Haryana, Forests, Wild Life and Food, Civil Supplies and Consumer Affairs Department.
18.	Additional Chief Secretary to Government, Haryana, Health and Family Welfare and Public Health Engineering Departments.
19.	Additional Chief Secretary to Government, Haryana, Information, Public Relations and Languages Departments.
20.	Additional Chief Secretary to Government, Haryana, Finance and Planning Departments.
21.	Additional Chief Secretary to Government, Haryana, Higher Education and Technical Education Departments.

22.	Principal Secretary to Government, Haryana, Labour Department.
23.	Principal Secretary to Government, Haryana, Development and Panchayats Department.
24.	Principal Secretary to Government, Haryana, Electronics and Information Technology Department.
25.	Principal Secretary to Government, Haryana, Irrigation and Water Resources Department.
26.	Principal Secretary to Government, Haryana Urban Local Bodies and Sports & Youth Affairs Departments.
27.	Principal Secretary to Government, Haryana, Women and Child Development Departments.
28.	Principal Secretary to Government, Haryana, Science & Technology Department.
29.	Principal Secretary to Government, Haryana Town & Country Planning and Urban Estates Department.
30.	Principal Secretary to Government, Haryana, Sainik & Ardh Sainik Welfare and Monitoring and Coordination Departments.
31	Principal Secretary to Government, Haryana, Social Justice & Empowerment and Welfare of Scheduled Castes and Backward Classes Department.



# HARYANA PUBLIC SERVICE COMMISSION

BAYS NO 1-10, BLOCK-B, SECTOR 4, PANCHKULA

Advertisement No. 41/2019

Date of Publication: 13.06.2019

Closing date: 08.07.2019  
(Upto 05:00 PM)

## *HCS (Ex. Br.) from Register A – II of Members of Group – 'C' for the year 2019*

The Haryana Public Service Commission invites applications to fill up 18 vacancies of HCS (Ex. Br.) including one vacancy is reserved for persons with disability (HH Category) from Register A – II of Members of Group – 'C' against the vacancies of the year 2019 in terms of the following Rule 10 of Haryana Civil Service (Executive Branch) Rules, 2008:-

### **2. "Rule 10. Selection of Candidates for Register A-II":-**

- (1) The Commission invites applications from amongst the eligible members of Group – C Service, which shall be submitted to the Commission by the Heads of Departments of Haryana through their Administrative Secretaries in the prescribed Form-I, alongwith summary of Annual Confidential Reports grading and integrity certificated duly signed by the recommending authorities.
- (2) The name of only such a member of Group – C Service shall be submitted under the provisions of sub-rule (1) who fulfill the conditions of eligibility (except Age) as on 31.05.2019. Age will be determined as on 01.11.2018:-
  - (a) (i) has completed eight years continuous Government Service;
  - (ii) has not attained the age of fifty years on the first day of November immediately preceding the date of submission of names by the concerned authorities;
  - (iii) is not facing disciplinary proceedings and against whom action is not being contemplated; and
  - (iv) is clear from vigilance angle;
- (b) is a Graduate from a recognized University.
- (3) The Commission shall allow all such candidates recommended under the provisions of sub-rule (1) to appear in the written examination provisionally subject to the fulfilment of all eligibility conditions and after conducting a written test, the Commission shall prepare a list of candidates, three times the number of vacancies plus bracketed candidates, if any. Thereafter, the original record of all candidates whose names appear in the said list shall be summoned by the Commission from their Heads of Departments. After scrutiny of original record, interview of eligible candidates shall be conducted by the Commission.
- (4) For final selection of the candidates from the list prepared under sub-rule (3), the Commission shall determine the suitability of candidates on the basis of Annual Confidential Reports, experience and performance in the interview.
- (5) The Commission, thereafter, shall recommend, in order of merit and equal to the number of vacancies, the most suitable persons for entering their names in Register A-II, as accepted candidates and these names shall be entered in this register, in the order in which they are recommended by the Commission."

**Notes (I)** In pursuance of section 33 of The Rights of Persons with Disabilities Act, 2016, State Government has identified the following categories of Disabilities for the persons with benchmark disabilities along with physically requirements and functional Classifications of the category for Haryana Civil Service (Executive Branch) vide Government instructions No. 41/3/2019-5SII dated 30.05.2019 which is available on the Commission's website i.e <http://hpsc.gov.in/>

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**Notes (II)** The copy of Rule 10 of HCS (Ex. Br.) Rules, 2008 as amended vide Notification No. GSR 3 / Const./ Art. 309 / 2019 dated 04.01.2019 and the syllabus of written Examination/Screening test for recruitment to HCS (Executive Branch) from Register A-II has been notified by the State Government vide notification No. 42/2/2018 - 5 SII dated 01.05.2019 which is also available on Commission's website.

**Notes (III)** Only State Government employees are eligible for the aforesaid recruitment.

**Notes (IV)** Employees of Haryana Vidhan Sabha, High Court of Punjab & Haryana and District Courts as well as Haryana Public Service Commission are not eligible for the aforesaid recruitment.

3. The Eligible Employees of Haryana Government may apply to their Departments through the application form alongwith his latest passport size coloured Photograph. Specimen of which is available with this Advertisement and thereafter their Head of the Department will recommend the name of eligible employees through their Administrative Secretaries in the prescribed Form - I alongwith summary of Annual Confidential Report Grading (Form - II) and Integrity Certificate (Form - III) duly signed by the recommending authorities. The application form containing Photo and other particulars submitted by the employee is also to be sent to the Commission

**Note:-** The application form submitted by the employee should also be sent to the Commission by the Head of Departments of Haryana through their Administrative Secretaries while sending its recommendation for each eligible employee.

4. The eligible employees of Haryana Government who wants to apply are directed to submit their application to their Departments well in time so that the recommendation of the competent authority must reach in the Commission's office on or before the closing date i.e. 08.07.2019 upto 05:00 PM.

The recommendation received after the closing date either through Postal / Courier services or personal delivery will not be entertained by the Commission in any circumstances.

**Note:-** 1. The application form sent directly by the concerned employees or by the subordinate Authority without the recommendation of the Administrative Secretaries will not be entertain by the Commission.

**Note:-** 2. The Written Examination is likely to be conducted by the Commission in the 3<sup>rd</sup> week of July, 2019 (Tentatively).

Dated: 12.06.2019

  
Secretary  
Haryana Public Service Commission,  
Panchkula

## Application Form for Recruitment for 18 posts of HCS (Ex. Br.) from Register A-II – 2019.

### 1. Personal Details

Name :  
Father's Name :  
Mother's Name :  
Date of Birth :  
Age as on 01.11.2018 :      Year      Months      Days

Latest colored  
passport size  
photo

Signature

### 2. Service Profiles

Date of Joining in Govt. Services as Regular Employee :

Designation

Presently working as

Total Govt. Service

### 3. Correspondence Address:-

Permanent Address:-

Email ID:-

Mobile No.

4. Whether you belongs to persons with (Yes/No) If yes, attach proof.  
disabilities (HH) category

Date :

Place :

Signature of the Candidate

Note I:- While applying for the above posts, the employees should submit this application form alongwith latest passport size colored photograph to their Department for onward transmission to the Commission with the recommendation of competent authority.

Note II:- Incomplete, unsigned and without photo application form will be rejected straightway.

## FORM - 'I'

## SERVICE PROFILE OF THE CANDIDATES FOR RECRUITMENT TO THE VACANCIES OF HCS (EXECUTIVE) AGAINST THE VACANCIES OF THE YEAR 2019 AS ON 31.05.2019

Sr. No.	Name of the Recommending Authority	Name/Designation/Educational Qualification(s)	Home District and Age on 01.11.2018	Date of Birth	Continuous Government Service and summary of post(s) held	Grading of ACRs from 01.04.2011 to 31.03.2019	Details of adverse remarks in the ACRs, if any	Details of penalties, if any
1.	2.	3.	4.	5.	6.	7.	8.	9.
		(a) Name:  (b) Designation  (c) Edu. Qualifications:	(a) DOB  (b) Age		Total No. of ACRs:			
					i. Outstanding ii. Very Good iii. Good iv. Average v. Below Average			
						No./Date/Year	No./Date/Year	No./Date/Year

(Signature of the Recommending Authority)

Name:-

## FORM -'II'

### SERVICE PROFILE OF THE CANDIDATES FOR RECRUITMENT TO THE 18 VACANCIES OF HCS (EXECUTIVE BRANCH) FROM REGISTER A - II AGAINST THE VACANCIES OF THE YEAR 2019

Summary of ACR Dossier of Shri/Smt. \_\_\_\_\_

Name of the Department \_\_\_\_\_

Sr.No.	Period of Report	Grading	Remarks (Adverse remarks conveyed/appreciation letter issued. If any, No./Date/Year)
1.	2.	3.	4.
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

#### Abstract of reports for the years from

01.04.2011 to 31.03.2019

- 
- |    |               |   |
|----|---------------|---|
| 1. | Outstanding   | = |
| 2. | Very Good     | = |
| 3. | Good          | = |
| 4. | Average       | = |
| 5. | Below Average | = |
- 

TOTAL = \_\_\_\_\_

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ATTESTED

**FORM -'III'**

**SERVICE PROFILE OF THE CANDIDATES FOR RECRUITMENT TO THE  
18 VACANCIES OF HCS (EXECUTIVE BRANCH) FROM REGISTER A - II  
AGAINST THE VACANCIES OF THE YEAR 2019**

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That integrity of Shri/Smt./Km. \_\_\_\_\_ working  
as \_\_\_\_\_ in \_\_\_\_\_

(Name of the Department) is certified on the basis of the entries in his/her  
confidential Reports.

**(Signature of Recommending Authority)**

**Place:**

**Name:**

**Date:**

**Seal:**

[Authorised English Translation]

**HARYANA GOVERNMENT**  
**PERSONNEL DEPARTMENT**

**Notification**

The 4th January, 2019

**No. G.S.R. 3/Const./Art.309/2019.—** In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, the Governor of Haryana hereby makes the following rules further to amend the Haryana Civil Service (Executive Branch) Rules, 2008, namely:-

1. These rules may be called the Haryana Civil Service (Executive Branch) Amendment Rules, 2019.
2. In the Haryana Civil Service (Executive Branch) Rules, 2008, for rule 10, the following rule shall be substituted, namely:-

“10. Selection of Candidates for Register A-II.— (1) The Commission shall invite applications from amongst the eligible members of Group-C Service, which shall be submitted to the Commission by the Heads of Departments of Haryana through their Administrative Secretaries in the prescribed Form-I, alongwith summary of Annual Confidential Reports grading and integrity certificates duly signed by the recommending authorities.

(2) The name of only such a member of Group-C Service shall be submitted under the provisions of sub-rule (1) who—

- (a) (i) has completed eight years continuous Government Service;
  - (ii) has not attained the age of fifty years on the first day of November immediately preceding the date of submission of names by the concerned authorities;
  - (iii) is not facing disciplinary proceedings and against whom action is not being contemplated; and
  - (iv) is clear from vigilance angle;
- (b) is a Graduate from a recognized University.

(3) The Commission shall allow all such candidates recommended under the provisions of sub-rule (1) to appear in the written examination provisionally subject to the fulfillment of all eligibility conditions and after conducting a written test, the Commission shall prepare a list of candidates, three times the number of vacancies plus bracketed candidates, if any. Thereafter, the original record of all candidates whose names appear in the said list shall be summoned by the Commission from their Heads of Departments. After scrutiny of original record, interview of eligible candidates shall be conducted by the Commission.

(4) For final selection of the candidates from the list prepared under sub-rule (3), the Commission shall determine the suitability of candidates on the basis of Annual Confidential Reports, experience and performance in the interview:

Provided that the members of the Commission involved in the final selection, shall certify in respect of each candidate that they have no relation with them.

(5) The Commission, thereafter, shall recommend, in order of merit and equal to the number of vacancies, the most suitable persons for entering their names in Register A-II, as accepted candidates and these names shall be entered in this register, in the order in which they are recommended by the Commission.”

D. S. DHESI,  
 Chief Secretary to Government, Haryana.



# Haryana Government Gazette

## EXTRAORDINARY

Published by Authority

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No. 73-2019/Ext.] CHANDIGARH, WEDNESDAY, MAY 1, 2019 (VAISAKHA 11, 1941 SAKA)

### HARYANA GOVERNMENT

### PERSONNEL DEPARTMENT

#### Notification

The 1st May, 2019

No. 42/2/2018-5SH.— In pursuance of Rule 10(3) of Haryana Civil Service (Executive Branch) Rules, 2008, the Governor of Haryana is pleased to order that the pattern and syllabus of written examination/screening test for recruitment to HCS (Executive Branch) from Register A-II, shall be as under:—

#### SYLLABI FOR REGISTER A-II

- General Science.
- Current events of national and international importance.
- History of India and Indian National Movement.
- Indian and World Geography.
- Indian Culture, Indian Polity and Indian Economy.
- General Mental Ability.
- Haryana—Economy and people, Social, economic and cultural institutions and language of Haryana.

#### Elementary English

- Comprehension of given passages
- General Grammar/Composition
- Usage & Vocabulary

#### Elementary Hindi

- Comprehension of given passages
- General Grammar/Composition
- Usage & Vocabulary

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Question on General Science will cover general appreciation and understanding of science including matters of everyday observation and experience, as may be expected of a well educated person who has not made a special study of any particular scientific discipline. In current events, knowledge of significant national and international events will be tested. In History of India, emphasis will be on broad general understanding of the subject in its social, economic and political aspects. Questions on the Indian National Movement will relate to the nature and character of the nineteenth century resurgence, growth of nationalism and attainment of Independence. In Geography, emphasis will be on Geography of India. Questions on the Geography of India will relate to physical, social and economic Geography of the country, including the main features of Indian agricultural and natural resources. Questions on Indian Polity and Economy will test knowledge on the country's political system and Constitution of India, Panchayati Raj, Social systems and economic developments in India. On general mental ability, the candidates will be tested on reasoning and analytical abilities.

**Note:-**

- (i) The written examination/screening test shall be of 100 marks.
- (ii) The question paper shall be of objective type (multiple choice) questions.
- (iii) The question paper shall be set bilingual i.e. in English and in Hindi.
- (iv) The paper shall be of two hours duration.
- (v) For each wrong answer, one fourth (0.25) mark will be deducted.

**D. S. DHESI,**  
Chief Secretary to Government, Haryana.