

No.1/61/2013-1SII
HARYANA GOVERNMENT
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Dated: Chandigarh, the 27th May, 2025

To

1. All the Administrative Secretaries to Government, Haryana.
2. All the Heads of Departments in the State of Haryana.
3. All the Managing Directors/ Chief Administrators/Commissioners of Boards/ Corporations in the State of Haryana.
4. Commissioner, Ambala/ Karnal/ Rohtak/ Hisar/ Gurugram and Faridabad Divisions.
5. All the Deputy Commissioners in the State of Haryana.

Subject: - Link Officers for the purpose of looking after the work of vacancy due to transfer/ retirement and during the leave/ training/ tour or election duty of Administrative Secretaries/ Head of Departments/ Boards/ Corporation etc.

Sir/Madam,

In continuation of this Department's letter of even number dated 08.01.2025, I am directed to inform you that in order to ensure smooth functioning of the Departments/Boards/Corporations in the absence of Administrative Secretaries being on leave/training/tour/ election duty or due to any other reason or in the event of vacancy due to retirement/transfer of officer, Annexure A of the above said letter is partially modified in respect of Group 5 & 6 as under:-

Group	Department	Link Officer-I	Link Officer-II	Link Officer-III
5.	Medical Education & Research	Health & Family Welfare	Higher Education	School Education
	Health & Family Welfare	Medical Education & Research	School Education	Higher Education
	Higher Education	School Education	Medical Education & Research	Health & Family Welfare
	School Education	Higher Education	Health & Family Welfare	Medical Education & Research
6.	AYUSH	Women & Child Development	Youth Empowerment & Entrepreneurship	Sports
	Women & Child Development	AYUSH	Sports	Youth Empowerment & Entrepreneurship
	Youth Empowerment & Entrepreneurship	Sports	AYUSH	Women & Child Development
	Sports	Youth Empowerment & Entrepreneurship	Women & Child Development	AYUSH

2. The officer(s) shall be duty bound to inform the link officers before proceeding on leave/training/tour/election duty.

Yours faithfully,



Deputy Secretary to Government, Haryana,
Personnel Department.

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A copy, each, is forwarded for information and action, where necessary to the following:-

1. Secretary to Governor, Haryana.
2. Director General, Haryana Institute of Public Administration, HIPA Complex, Sector 18, Gurugram.
3. Chief Resident Commissioner, Govt. of Haryana, Haryana Bhawan, New Delhi.
4. Director General, Information, Public Relations & Languages, Haryana.
5. Principal Accountant General (A & E and Audit), Haryana, Chandigarh.
6. SIO, NIC, Haryana Civil Secretariat, Chandigarh.



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A copy, each, is forwarded to the Chief Principal Secretary/ Principal Secretary/ Additional Principal Secretary/ Deputy Principal Secretary/ OSD(SG)/ OSD(VK)/ OSD (RS)/ OSD(BBB), OSD (RN), OSD (VS), Special Senior Secretaries/ Senior Secretaries/ Secretaries/ Private Secretaries to Chief Minister/ Ministers/ Speaker for the information of Chief Minister/ Ministers/ Speaker.



Deputy Secretary to Government, Haryana,
Personnel Department.

INTERNAL DISTRIBUTION

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| 1. Secy./CS. | 2. Supdt., Services-I, III, IV & PAR Cell/HR I, II, & III Br. |
| 3. Sr. A.O., AIS (GIS). | 4. Supdt., Training /Accounts/ Estt.-I, II & III Br. |
| 5. RA at RA's Residence. | 6. Spl. Sr. Secy./SSPS. |
| 7. I/C, Computer Section. | 8. Lib. Haryana Civil Secretariat. |
| 9. Liaison Officer, Telephones | 10. 2SII, 3SII, 4SII, 5SII, 6SII & 7SII. |