

**Subject: Temporary deputation as Haj Coordinator, Assistant Haj Officer and Haj Assistant for Haj-2017.**

Will all the:-

Joint Secretaries/ Deputy Secretaries/ Under Secretaries/ Superintendents/ Deputy Superintendents, Haryana Civil Secretariat.

Special Secretaries/ Senior Secretaries/ Secretaries to Ministers/ Private Secretaries of Haryana Civil Secretariat.

Kindly refer to the subject cited above?

2. Government of India Ministry of Minority Affairs (Haj Division), New Delhi has invited applications for Male Muslim Officers/ Officials for temporary deputation to Consulate General of India, Jeddah, Saudi Arabia, to render assistance to Haj pilgrims as **Coordinators, Assistant Haj Officers and Haj Assistants for Haj-2017**. The period of deputation will be 2-3 months.

**For Coordinators:**

- (i) Deputy Secretary of Central Government with 3 years of Service or less in the grade or equivalent in the level 12 in pay matrix as per 7<sup>th</sup> Central Pay Commission (CPC) or Grade Pay of Rs. 7600/- as per 6<sup>th</sup> CPC.
- (ii) Under Secretary of Central Government completing 5 years of service in the grade or equivalent in the level 11 in pay matrix as per 7<sup>th</sup> Central pay Commission (CPC) or grade pay of Rs. 6600/- as per 6<sup>th</sup> CPC are eligible.
- (iii) Officers in the rank of Deputy Secretary with more than 3 years of service/ Director in the Government of India or equivalent will not be considered.

**For Assistant Haj Officers:**

- (i) The applicant should be holding the post of Under Secretary of Central Government with less than 5 years of service or equivalent in the level-11 of pay matrix as per 7<sup>th</sup> CPC or Grade pay of Rs. 6600/- as per 6<sup>th</sup> CPC.
- (ii) Section Officer of Central Government or equivalent in the level 8/ Level 10 of pay matrix as per 7<sup>th</sup> CPC or Grade Pay of Rs. 4800/- (Pay Band-2)/ Rs. 5400/- (Pay Band-3) as per 6<sup>th</sup> CPC.
- (iii) The Section Officer or equivalent with Grade Pay of Rs. 5400/- and Rs. 4800/- in the pay band 2 (Rs. 9300-34800) as per 6<sup>th</sup> CPC (Level 8 or Level 9 in pay matrix as per 7<sup>th</sup> CPC) are also eligible.

**For Haj Assistants:**

- (i) The applicant should be holding a regular post of Assistant Section Officer/ Assistant in the Central Government or equivalent in the Level 7 in pay matrix as per 7<sup>th</sup> CPC or Grade Pay of Rs. 4600/- as per 6<sup>th</sup> CPC.
- (ii) Assistant Section Officer/ Assistant or equivalent in the Level 6 in pay matrix as per 7<sup>th</sup> CPC or Grade Pay of Rs. 4200/- as per 6<sup>th</sup> CPC with at least 2 years of Service in the Grade are eligible.
- (iii) Employees in the Level 5 in pay matrix as per 7<sup>th</sup> CPC or Grade Pay of Rs. 2800/- as per 6<sup>th</sup> CPC with 8 years of service in the grade are eligible.

3. All the above said Officers are requested to bring it to the knowledge of the officials working under their control. Willing and eligible

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Diary No. 25464  
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officers/ officials are also requested to fill up their application online which is available on website: [www.haryanainfo.com](http://www.haryanainfo.com) and ensure that the hard copy of the online filled in application in original requested to send through proper channel undersigned within a week positively by the specified due date. Application received thereafter will not be entertained. No substitute will be provided against the Officers/Officials who are deputed as HAI Coordinator, Assistant HAI Officer and HAI Assistant for HAI-2017. The last date for filling in online application is 20<sup>th</sup> February, 2017. The last date for receipt of hard copies of online filled applications along with requisite enclosures is 14<sup>th</sup> March, 2017.

*Ramkishan Kumar*  
Superintendent Establishment-I,  
for Chief Secretary to Government Haryana.

16.02.17

The att:-

- I) Joint Secretaries/ Deputy Secretaries/ Under Secretaries/ Superintendents/ Deputy Superintendents, Haryana Civil Secretariat.
- II) Special Senior Secretaries/ Senior Secretaries/ Secretaries to Ministers/ Private Secretaries of Haryana Civil Secretariat.

U.O No. 13/09/2002-6Estt.-I

Dated Chandigarh, the 16<sup>th</sup> February, 2017.