

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

Dated Chandigarh, the 27<sup>th</sup> August, 2018.

To

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

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.

\*\*\*

Sir/Madam,

I am directed to invite reference to this Department's letter of even number dated 20.07.2016 on the subject noted above and to say that the matter has further been re-considered by the Government and it has been decided to make the following changes in fixation of Link Officers of Administrative Secretaries:-

Department	Link Officer-I	Link Officer-II
Finance & Planning	Monitoring & Coordination	Excise & Taxation
Monitoring & Coordination	Irrigation	Public Relations
Sainik & Ardh Sainik Welfare	Monitoring & Coordination	-----

2. The officers will inform their Link Officer before proceeding on leave/ training/ tour/election duty.

Yours faithfully



Deputy Secretary to Government, Haryana

No. 1/61/2013-ISII

Dated Chandigarh, the 27<sup>th</sup> August, 2018

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, Gurgaon.
3. Principal Resident Commissioner, Govt. of Haryana, Haryana Bhawan, New Delhi.
4. Director, Information, Public Relations and Cultural Affairs, Haryana.
5. Principal Accountant General (A & E)/(Audit), Haryana, Chandigarh.
6. SIO, NIC, Haryana Civil Secretariat, Chandigarh.



Deputy Secretary to Government, Haryana

No. 1/61/2013-ISII

Dated Chandigarh, the 27<sup>th</sup> August, 2018

A copy, each, is forwarded to the Principal Secretary/ Additional Principal Secretary/Deputy Principal Secretary/Principal OSD/ OSD(AS)/OSD(BD)/OSD(CB)/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

**INTERNAL DISTRIBUTION**

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