

No. 15/29/2021-4GS-I
HARYANA GOVERNMENT
HUMAN RESOURCES DEPARTMENT
(GENERAL SERVICES-I BRANCH)

Dated: Chandigarh, the 07th April, 2022

To

1. All the Administrative Secretaries to Government Haryana.
2. All the Heads of Departments of Haryana.
3. All the Managing Directors/Chief Administrators of Board and Corporations of Haryana Government.
4. All the Divisional Commissioners of the State of Haryana.
5. All the Deputy Commissioners of the State of Haryana.
6. The Registrars of all the Universities in the State of Haryana.

Subject: Identification of 'sensitive posts' and tenure of posting thereon.

Sir/Madam

I am directed to invite your kind attention to this department's letter No. 15/29/2021-1GS-II dated 15.09.2021 and 20.12.2021 on the subject cited above, vide which it was requested to provide the list of 'sensitive posts' i.e. primarily those posts which involve public dealing, decision making involving financial implications, grant of licenses, certificates, purchase of store items etc along with the names of officers/officials who have been posted on these sensitive posts continuously since more than three years.

2. All the HODs/ Heads of Board and Corporations and other Organizations are therefore requested to submit a quarterly report in the following format, to their Administrative Secretaries and also to Chief Secretary to Government Haryana (in General Services-I Branch) by email: Generalservices0001@gmail.com.

Sr. No.	Nomenclature of post	Rank Group A/B/C/D	No. of sensitive posts	Name of official/officers who has completed 3 years or more period in this quarter	No. of official/officers transferred as per the SOP (Standard Operating Procedure)	Reason for not transferring from remaining sensitive posts	Has concurrence of competent authority been obtained for cases under Column 7
1	2	3	4	5	6	7	8

Yours faithfully

Tilak Ray

Superintendent General Services-I
for Chief Secretary to Government Haryana