

No. IT Cell/CS Office/2020
HARYANA GOVERNMENT
GENERAL ADMINISTRATION DEPARTMENT
(IT Cell)

Dated: Chandigarh, 20th December, 2021.

To

1. All the Administrative Secretaries to Government Haryana.
2. All the Heads/ Managing Directors/ Chief Administrators of all the Department/ Boards/ Corporations in Haryana State.
3. The Registrar, Punjab & Haryana High Court, Chandigarh.
4. All the Divisional Commissioners in Haryana.
5. All the Deputy Commissioners in the state of Haryana.
6. The Secretary, Haryana Public Service Commission, Panchkula.
7. The Secretary, Haryana Staff Selection Commission, Panchkula.
8. All the Registrar of Universities in the State of Haryana.

Subject: Electronic movement of files to Government, Chief Minister's Office, Chief Secretary's office and Finance Department.

Sir/Madam

I am directed to invite your attention to Government letter bearing No. IT Cell/CSOffice/2020, dated 17.08.2020 vide which it was directed that from 1st of November 2020, certain departments (42 departments) shall send only electronic files to offices of Chief Minister, Haryana, office of Chief Secretary, Haryana and the Finance Department. However, it has been observed that very few departments have implemented the Government order dated 17.8.2020.

2. Government has considered the matter and decided that the offices of Chief Minister, Haryana, office of Chief Secretary, Haryana and the Finance Department shall not accept any physical file from any department from 10th of January 2022 onwards. Hence, all the Departments and entities under their control are directed to send files through to the above-mentioned offices through e-office only.

3. In case any Department requires assistance regarding e-office, they may contact Mr. Mukesh Bajaj, AGM, HARTRON, during office hours on his contact No. 91-9815738877.

These instructions may please be brought to the notice of all concerned for strict compliance.

Yours faithfully,

Tilak Ram

Superintendent, General Services-I,
for Chief Secretary to Government Haryana

Endst. No. IT Cell/CS Office/2020

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A copy is forwarded to the followings for information and action where necessary: -

1. Principal Accountant General, Haryana, (Audit/A&E).
2. Sh. Mukesh Bajaj, AGM, HARTRON, Panchkula.

Tilak Ram

Superintendent, General Services-I,
for Chief Secretary to Government Haryana