

ASSEMBLY MATTER
MOST URGENT
TOP PRIORITY

No. 66/08/2023-3HR-II
HARYANA GOVERNMENT
HUMAN RESOURCES DEPARTMENT
(HUMAN RESOURCES-II BRANCH)

Dated Chandigarh, the 18th February, 2023

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/Chief Executive Officers of all Boards/Corporations in the State of Haryana.

Subject: - To provide the category-wise details of sanctioned and vacant posts of Group-A, B, C & D.

Sir/Madam,

I am directed to refer to the subject noted above and to request you to forward the details of category wise sanctioned and vacant posts of Group –A, B, C & D of your Departments/Boards/Corporations etc. in the prescribed proforma attached as Annexure-A as the same information is required for assembly business.

2. It is therefore, all Administrative Secretaries are requested to direct all Heads of Departments/Boards/Corporations etc. under your control to collect the information from their subordinate offices and send compiled information including Head quarter to Government. The information received from subordinate offices will not be entertained.

3. Additional Chief Secretary-cum- FCR to Government Haryana is further requested to collect the information from all Divisional Commissioner and Deputy Commissioners and forward compiled information including Head quarter to Government.

4. The required information may please be furnished in the prescribed performa by 20.02.2023 positively through email i.e. superintendentgs2@gmail.com or through special messenger.

This may be given **TOP PRIORITY**.

Yours faithfully


Superintendent, Human Resources-II,
for Chief Secretary to Government Haryana

18/2

