

No. 22/160/2026-5HR-III
Government of Haryana
Human Resource Department

Dated: Chandigarh the 27.07.2026

To

1. All the Administrative Secretaries to Government of Haryana.
2. All the Heads of the Departments in the State.
3. All the CAs/MDs of all Boards/Corporations/Public Sector Undertakings.
4. All the Divisional Commissioners in Haryana State.
5. All the Deputy Commissioners & Sub Divisional Officers (Civil).
6. The Registrars of all the Universities in the State of Haryana.

Subject :- Ensure availability and optimum utilization of manpower for timely execution of Government works.

Sir/Madam,

During a recent review meeting, the Hon'ble Chief Minister expressed serious concern over the delay in execution of certain works, wherein shortage of manpower was cited by some departments as a major constraint.

The Hon'ble Chief Minister has desired that all Departments should proactively address manpower-related issues so that the implementation of Government programs, projects and other assigned responsibilities are not adversely affected.

Accordingly, you are requested to personally examine the existing deployment of manpower in your Department and its subordinate offices/organisations with a view to ensuring its optimum utilization. Wherever shortages are identified, necessary corrective measures may be taken by exploring all available mechanisms permissible under the extant Government policy, including rational redeployment, engagement through approved modes, and regular recruitment, wherever required, so as to ensure the availability of adequate manpower.

It is emphasized that shortage of manpower should not be cited as a reason for delay in the execution of assigned works or discharge of departmental responsibilities. It is the responsibility of every Department to assess its manpower requirements in advance, make timely arrangements for deployment of adequate personnel through the available mechanisms, and ensure that all Government programs, projects and other assigned tasks are executed within the stipulated timelines.

You are, therefore, requested to ensure that manpower constraints do not impede the timely completion of works or the effective execution of assigned responsibilities. All officers concerned may be suitably directed to accord this matter the highest priority and take expeditious action to address any manpower gaps so that the mandate of the Department is fulfilled efficiently and within the prescribed timelines.

The matter may be treated as **Most Important**, and compliance may be ensured.