

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

Dated: Chandigarh, the 05th December, 2023

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/Commissioners of Boards/ Corporations in the State.
4. Commissioner, Ambala/ Karnal/ Rohtak/ Hisar/ Gurugram and Faridabad 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 Secretary, Haryana Right to Service Commission.

Sir/Madam,

In continuation of this Department's letter of even number dated 31.08.2023, I am directed to inform that in order to ensure smooth functioning of the office of Haryana Right to Service Commission in the absence of the Secretary, Haryana Right to Service Commission the following will be Link Officer in the event of his being on leave/training/tour/election duty or away for more than 2 days due to any other reason or in the event of vacancy due to retirement/transfer of officer, as under:-

Sr. No.	Name of post	Link Officer-I	Link Officer-II
1.	Secretary, Haryana Right to Service Commission	Joint Director (Admn.), Food, Civil Supplies & Consumer Affairs, Haryana.	Joint Director (Admn.), Tourism, Haryana.

2. The officer will inform the link officer before proceeding on leave/training/tour/election duty.

Yours faithfully,



Superintendent Services-II,
Personnel Department.

No.1/61/2013-1SII

Dated Chandigarh, the 05th December, 2023

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



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A copy, each, is forwarded to the Chief Principal Secretary/Principal Secretary/ Additional Principal Secretary/ Deputy Principal Secretary/ Political Advisor/ OSD(BD)/ OSD(SG)/ OSD(NPM)/ Special Senior Secretaries/ Senior Secretaries/ Secretaries/ Private Secretaries to Chief Minister/ Deputy Chief Minister/ Ministers/ Speaker for the information of Chief Minister/ Deputy Chief Minister/ Ministers/ Speaker.



Superintendent Services-II,
Personnel Department.

INTERNAL DISTRIBUTION

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| 1. Pvt. Secy./CS. | 2. Supdt., Services-I, III, IV, V & PAR Cell/HR I, II, & III Br. |
| 3. Sr. A..O., AIS (GIS). | 4. Supdt., Training /Accounts/ Estt.-I, II & III Br. |
| 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. |