

48/01/2008-3Vig. II
Haryana Government
Chief Secretary Office
Vigilance Department

Dated: Chandigarh 26th June, 2023

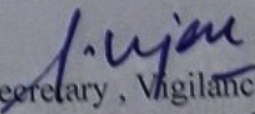
To

All the Administrative Secretaries to Govt. Haryana,
All the Heads of Departments of Haryana,
All the Managing Directors/Heads of Board/Corporations of Haryana Government,
All the Divisional Commissioners in Haryana,
All the Deputy Commissioners and Sub-Divisional Commissioners in Haryana,
All the Registrars of Universities in Haryana.

Subject: Additional particulars to be mentioned in the appointment letter of Inquiry Officers for conducting regular departmental enquiry under HCS (Punishment & Appeals) Rules, 2016.

I am directed to invite your attention to the subject noted above and to say that it is noticed that the name, mobile number and e-mail of concerned superintendent in the office of disciplinary authority as well as the name, mobile number and e-mail address of the presenting officer (in case departmental official is appointed as presenting officer) are not mentioned in the appointment letter issued to Inquiry Officer. Therefore, the Inquiry Officers are facing difficulties to contact the concerned Superintendent and the presenting Officers due to which delay is being caused in the finalization of the enquiry. Therefore, it is directed that the name of concerned Superintendent and the presenting officer (in case of departmental official) shall be specifically mentioned in the letter of appointment of Inquiry officer alongwith their mobile number and e-mail address. These instructions may be brought to the notice of all concerned for information and compliance.

Yours faithfully,


Under Secretary, Vigilance,
for Chief Secretary to Government, Haryana,
Vigilance Department.

26/6/23