

No. 01/149/2025-2CC-I
HARYANA GOVERNMENT
HUMAN RESOURCES DEPARTMENT
(COMMON CADRE-I BRANCH)

Dated: Chandigarh, the 14th Jan, 2026

To

All Head of Departments, Government of Haryana.

Subject: Regarding the uploading of vacant Group D posts positions on the HKCL portal.

Sir/Madam,

I am directed to invite your kind attention towards the letter dated 21.05.2025 and on the subject noted above.

2. It is hereby requested to upload the vacancy position of Group-D posts on the requisition portal, developed by Haryana Knowledge Corporation Limited (HKCL) for Group-D candidates within a week, so that non-joined Group-D, employees may be adjusted/re-posted smoothly as per their post preferences already filled on the post preference portal.
3. It is also requested to upload a certificate which is duly verified by the competent authority, certifying the correctness and accuracy of the data regarding Group-D vacancy posts on the HKCL portal. So that posting of newly recommended Group-D employees should be done as per the certificate uploaded by the Departments on the HKCL portal.
4. The matter may be treated as **most urgent**.

Yours faithfully

Louise Balie
Superintendent, Common Cadre-I,
for Commissionery & Secretary, Government of Haryana
Human Resource Department. *[Signature]*

Endst. No. 01/149/2025-2CC-I

Dated:

A copy is forwarded to MD, HKCL, Panchkula with the request to enable this facility on the portal for uploading vacancy position and of the authentication certificate.

Louise Balie
Superintendent, Common Cadre-I,
for Commissionery & Secretary, Government of Haryana
Human Resource Department. *[Signature]*