

**No. 06/17/2026-4SII**  
**GOVERNMENT OF HARYANA**  
**CHIEF SECRETARY'S OFFICE**  
**PERSONNEL DEPARTMENT**

Dated, Chandigarh, the 16<sup>th</sup> September, 2026

To

All the Divisional Commissioners in State of Haryana.

**Subject: Amendment in instructions regarding Casual Leave/Tour Programme of Divisional Commissioners- regarding.**

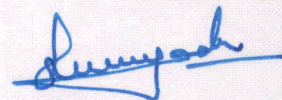
Sir/Madam,

I am directed to invite your attention to Govt. instructions No. 12/5/2017-4SII dated 30.11.2017 on the subject noted above and to state that as per aforesaid instructions, applications for Casual leave or approval of tour programmes of Divisional Commissioners were required to be sent through the Additional Chief Secretary to Government Haryana and Financial Commissioner, Revenue & Disaster Management and Consolidation Department to the Chief Secretary for approval.

The Additional Chief Secretary to Government Haryana and Financial Commissioner, Revenue & Disaster Management and Consolidation Department is the Administrative Secretary in respect of Divisional Commissioners and is competent to sanction/approve Casual leave and tour programmes of Divisional Commissioners at their own level.

Therefore, the instructions issued vide order dated 30.11.2017 are accordingly amended to the extent that all applications regarding Casual leave/tour programme of Divisional Commissioners shall be sent to the Additional Chief Secretary to Government Haryana and Financial Commissioner, Revenue & Disaster Management and Consolidation Department for approval with intimation to this department.

Yours faithfully,

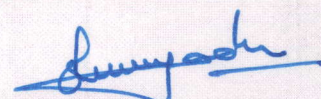


Deputy Secretary Administration.

No. 06/17/2026-4SII

Dated: Chandigarh, the 16<sup>th</sup> September, 2026

A copy is forwarded to the Additional Chief Secretary to Government Haryana and Financial Commissioner, Revenue & Disaster Management and Consolidation Department for information and necessary action.



Deputy Secretary Administration.