

No.12/04/2021-2Trg  
Haryana Government  
Chief Secretary Office  
Training Department

Dated Chandigarh the 30<sup>th</sup> November, 2021

To

All the HCS Officers of Haryana State.

**Subject: Instructions regarding Training Programs of HCS officers.**


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Sir/Madam,

I am directed to refer to the subject noted above and to inform that training plays critical role of developing the skills of civil servants. Accordingly, the State Government has already decided to allot specific budget for training purpose. Despite of this, some of the HCS officers are not attending the training and submitting requests for not attending the same. Further, there are also cases where the exemptions of training were recommended other than by the immediate higher authority/dignitaries.

2. It is also informed that officer seeking exemption from training program should send their requests only in emergent and rare circumstances through their immediate higher authority. Otherwise, it would be considered as misconduct of the concerned HCS officer as per Rule 5(i) & 5(vi) of Haryana Civil Services (Government Employees' Conduct Rules, 2016 & the instructions issued vide number 18/01/90- 2 GSI dated 28-08-1990).

3. Henceforth, if any officer tries to influence the Government by any other means or any type of communications from dignitaries other than immediate higher authority seeking exemption from attending training, then appropriate disciplinary proceedings will be initiated against the concerned officer as per rule.


  
Deputy Secretary, Training  
for Chief Secretary to Govt., Haryana.  
30/11/21

Endst. No. 12/04/2021-2Trg

Dated Chandigarh, the 30<sup>th</sup> November, 2021

The following authorities are requested to bring these instructions to notice of all the concerned officers for strict compliance.

1. All the Administrative Secretaries to Government Haryana.
2. All the Heads of Department of Haryana.
3. All the Managing Directors/Chief Administrators of Boards/Corporations in the State of Haryana.
4. All the Divisional Commissioners in Haryana.
5. All the Deputy Commissioners of Haryana.

  
Deputy Secretary Training  
for Chief Secretary to Govt., Haryana  
30/11/21