

No. 17/02/2021-3GS-II
Haryana Government
General Administration Department
(in General Services-II Branch)

Dated the Chandigarh, 30th March, 2021

To

1. All the Administrative Secretaries to Government, Haryana.
2. All the Heads of Department, Haryana.
3. All the Divisional Commissioners in Haryana
4. All the Managing Directors / Chief Administrators of Boards / Corporations / Public Undertakings in Haryana.
5. All the Deputy Commissioners and Sub Divisional Officer (Civil) in Haryana.


Subject: Regarding SETC (State Eligibility Test in Computer Appreciation and Applications)- Compulsory for all who are working as Clerks and those want to work as Clerk on promotion or by direct recruitment.

Sir/Madam,

I am directed to invite your attention to Government letter No. 42/164/2008-3GS-II dated 07.11.2013 and No. 17/28/2018-3GS-II dated 17.11.2018 on the subject cited above and to say that Government has already decided that all persons, who are recruited directly or promoted to the post of Clerk shall have to qualify SETC to be eligible for increment or promotion.

2. Earlier vide instructions No. 42/164/2008-3GS-II dated 07.11.2013 decision was taken to dispense with the services of Clerks who did not qualify SETC during the period of probation but later these instructions were reviewed and it was decided that 'No increment' and 'No promotion' shall be admissible in case of non-qualifying SETC during the period of probation. Some departments want clarification whether the services of Clerks appointed by promotion or direct recruitment are to be dispensed with or not in case of non-qualifying SETC during the period of probation or upto the maximum chances allowed for this purpose.

3. It is clarified that as per provision contained in General Administration Department instruction dated 17.11.2018, the services of Clerks are not to be dispensed with in case of non-qualifying the SETC during the period of probation but 'No Increment' and 'No Promotion' shall be admissible during the period of non-qualifying the SETC. The existing contrary provision in Service Rules, if any, may be ignored for this purpose.


Superintendent General Services-II
For Chief Secretary to Government Haryana.