



**Dharam Vir, IAS**

D.O. No. 42/21-A/2008-5 GS-I

Chief Secretary, Haryana,  
Chandigarh.

E.mail : cs@hry.nic.in

Dated 13-7-2009

**Subject: Recruitment of Group 'D' category Employees in the State.**

My Dear Administrative Secretary,

Please refer to my earlier D.O. No. 42/21-A/2008-5 GS-I, dated 4<sup>th</sup> February, 2009, on the subject noted above.

2. In order to ensure uniformity in qualification and speedy recruitment of posts of Group 'D' category employees, the State Government vide its letter No. 42/116/2009-5GS-I, dated 4<sup>th</sup> June, 2009 (copy enclosed) has made amendment in Service Rules of Group 'D' employees of Departments of the State Government and Boards and Corporations of the State Government. In this letter, it was requested to make amendment in the Service Rules within two weeks positively under intimation to the Government. The compliance of this letter has not been reported as yet.

3. Letters for seeking the requisitions of vacant posts of Group 'D' were also sent to all concerned by the Secretary to Haryana Group 'D' Employees Selection Committee, vide letter No. 1/1/HGDESC/2009, dated 21.1.2009, followed by reminders of even number dated 3<sup>rd</sup> February, 2009, 13<sup>th</sup> March, 2009 and 18<sup>th</sup> May, 2009. However, the requisition from your Department has not been received in the office of the Committee.

4. I would, therefore, again request you to look into the matter personally and ensure submission of requisition of the Department to the Committee within a week positively.

With best wishes,

Yours sincerely

(Dharam Vir)

**All the Administrative Secretaries.**

Endst No.42/21A/2008-5GSI

Dated, Chandigarh the 13<sup>th</sup> July, 2009

A copy is forwarded to the following for immediate necessary action:-

1. All the Heads of departments of Haryana State.
2. The Divisional Commissioners of Ambala/Hissar/Rohtak and Gurgaon Division/ All the Deputy Commissioners of the Haryana State.
3. All the MDs/CAs of Boards, Corporations & State Public Undertakings.
4. The State Informatics Officer, Haryana, NIC, Chandigarh for sending the same to all the concerned through email immediately.

Superintendent General Services-I  
For Chief Secretary to Government of Haryana



**URGENT**  
**DATE BOUND**

Government of Haryana  
Chief Secretary's Office  
(General Administration Department)  
General Services-I Branch  
No.42/116/2009-5GSI

Chandigarh, 4<sup>th</sup> June, 2009

To

1. All the Financial Commissioners & Principal Secretaries/  
Commissioners & Secretaries of the Government of Haryana.
2. All the Heads of the Departments
3. The Commissioners, Ambala, Hisar, Gurgaon, Rohtak Divisions.
4. All the Deputy Commissioners of the State.

**Subject:- Amendment in Service Rule of Group 'D' Employees of Departments of the State Government.**

Sir/Madam,

I am directed to refer to the subject noted above and to say that it has been observed that different academic qualifications for the posts of Peon, Chowkidar and Peon-cum-Chowkidar have been prescribed by various Government departments. Some Departments have prescribed knowledge of Hindi & English. Yet there are some departments which have prescribed Middle as a minimum educational qualification for these posts.

2. The Government has considered the matter and it has been decided to bring about uniformity in respect of qualifications for the such posts in all the departments. Further, it has been decided to prescribe 'Middle pass with Hindi' as educational qualification for the posts of Peon, Chowkidar and Peon-cum-Chowkidar.

3. The concurrence/approval of Finance Department, Legal Remembrancer and Council of Ministers has been obtained in the matter. It has been decided that it will also serve as model amendment for all departments of Haryana Government and they would amend their Service Rules accordingly without sending the proposal to Council of Ministers, General Administration, Finance Department and Legal Remembrancer for approval.

4. You are, therefore, requested to amend relevant Service Rules accordingly within a period of two weeks positively under intimation to the Government. A copy of Service Rules after amendment may also be provided to the General Administration.

5. These instructions may please be brought to the notice of all concerned for information and necessary action.

Yours faithfully,

  
(Rajeev Ranjan)

Joint Secretary, General Administration

A copy is forwarded to the following for information and necessary action:-

1. The Financial Commissioner and Principal Secretary to Government of Haryana, Finance Department with reference to his U.O.No. 3/1/2009-IFGI/(09), dated 22.05.2009.
2. The Registrar, Maharishi Dayanand University, Rohtak, Kurukshetra University Kurukshetra, Haryana Agriculture University, Hisar, Guru Jambheshwar University, Hisar, Ch. Devi Lal University, Sirsa and Bhagat Phool Singh Mahila Vishav Vidyalya Khanpur, Sonapat.
3. All the Managing Directors/CAs of Boards/Corporations/State Public Sector Undertakings.
4. The Secretary, Council of Ministers, Haryana with reference to his U.O.No. 9/54/2009-2Cabinet, dated 25.05.2009.
5. The State Informatics Officer (NIC) Haryana Civil Secretariat, Chandigarh for uploading on the websites of the State Government and Chief Secretary's office as well. He is also requested to send this letter by e-mail to all concerned.

*Rajeev Ranjan*  
(Rajeev Ranjan)

Joint Secretary, General Administration