

MOST URGENT

**No. 15/27/2018-4HR-I
HARYANA GOVERNMENT
HUMAN RESOURCES DEPARTMENT
(Human Resources-I Branch)**

Dated: the Chandigarh, 8th February 2026

To

1. The Additional Chief Secretary to Government,
School Education, Haryana

2. All the Managing Directors/ Chief Administrators/ CEO's of Boards/ Corporations/ Public Undertakings in Haryana.

Subject: Clarification regarding Interpretation of the term "Notional Vacancy" and "Notional Category" under the various Online Transfer Policies in the context of the undertaking first online transfer drive.

I am directed to invite your kind attention towards the subject cited above and to intimate that Ld Advocate General, Haryana has opined w.r.t interpretation of the term "Notional Vacancy" and "Notional Category" under the various Online Transfer Policies in the context of the undertaking first online transfer drive (**Annexure - A**).

2. Advocate General, Haryana in his opinion has observed that different departments/ boards/ corporations are adopting divergent interpretations of the said term, leading to inconsistency in implementation and avoidable litigation. No consolidated Standard Operating Procedure (SOP) or clarification has been issued by School Education Department or respective Board/ Corporation so far, resulting in administrative ambiguity.

3. In this regard, for Model Online Transfer Policy, Human Resource Department has decided as under:-

"The matter was been examined and keeping in view the principles of law, vision of the policy, while implementing the policy for the first time and it has been decided as under : -

Sr. No.	Time Frame	Decision
1.	Time Frame 1 (Before Date of Notification of Policy)	No one to be under Notional vacancy/ category being first drive under the current policy.
2.	Time Frame 2 (Between Date of Notification and Qualifying date)	To be considered under Notional vacancy/ category as a one time measure only.
3.	Time Frame 3 (After Qualifying date)	To be considered under Notional vacancy/ category in next transfer drive and not in the ongoing transfer drive.

3. Therefore, you are, requested to kindly refer to attached opinion of Ld Advocate General, Haryana and take appropriate decision accordingly in the matter please.


Superintendent, Human Resources-I,
for Chief Secretary to Government Haryana