

No. 6/ 74 /2025-5HR-I

**HARYANA GOVERNMENT  
HUMAN RESOURCES DEPARTMENT  
(Human Resources-I Branch)**

Dated: Chandigarh, the 19<sup>th</sup> February, 2026.

To

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

**Subject:** Regarding to extend timeline for submission of applications by employees, verification by Drawing and Disbursing Officers (DDOs), creation of supernumerary posts by Finance Department and final approval and offer letter of Security of Service by HoDs on the portal i.e. [www.securedemployee.csharyana.gov.in](http://www.securedemployee.csharyana.gov.in) under the Haryana Contractual Employees (Security of Service) Act, 2024 & Rules, 2025.

Sir/Madam,

I am directed to invite your kind attention to this Department's letter of even number dated 23rd December, 2025 and to state that the Haryana Contractual Employees (Security of Service) Web Portal was launched on 25.12.2025 for submission of applications by eligible contractual employees **up to 31st January, 2026**. Subsequently, vide letter of even number dated 30<sup>th</sup> January, 2026, the timeline was extended upto 20<sup>th</sup> February, 2026 for registration and submission of applications by eligible contractual employees.

2. It has been brought to the notice of the State Government that a significant number of eligible contractual employees are still in the process of filing their applications, and a substantial number of applications are pending verification at the level of DDOs & HoDs.

3. The matter has been considered by the State Government, and it has been decided to extend the timeline for submission of applications by employees, verification by DDOs, creation of supernumerary posts by the Finance Department, and final approval and issuance of offer letters by HoDs on the portal, as per the revised schedule indicated below:

- **Registration by Employees:**

Contractual employees shall register themselves on the portal and upload the required documentation **upto 15<sup>th</sup> March, 2026**.

- **Verification by Current/Concerned DDOs:**

The current/concerned DDOs shall verify the employee details; scrutinize departmental service records, and verification of contractual service **upto 25<sup>th</sup> March, 2026**.

- **Creation of Supernumerary Posts by Finance Department:**

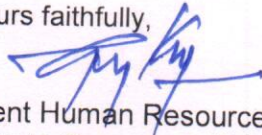
The Finance Department shall create supernumerary posts for the contractual employees eligible for the benefit of security of service received from Government/Organizations **upto 15<sup>th</sup> April, 2026**.

- **Final approval and offer letter of Security of Service by HoDs:**

The concerned Head of Department shall accord final approval and issue the offer letter of Security of Service to eligible contractual employee's **upto 15<sup>th</sup> May, 2026**.

4. These instructions may please be brought to the notice of all concerned for strict compliance in a time-bound manner.


Yours faithfully,

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

Dated, Chandigarh, the 19<sup>th</sup> February, 2026.

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A copy is also forwarded to **the Managing Director, Haryana Knowledge Corporation Limited** for further necessary action.

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