

MOST URGENT

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

Dated: the Chandigarh, 06th March 2026

To

1. All the Administrative Secretaries to Government, Haryana.
2. All the Head of the Departments to Government Haryana.
3. All the Managing Directors/ Chief Administrators/ CEO's of Boards/ Corporations/ Public Undertakings in Haryana.
4. State Information Officer, Haryana, National Informatic Centre.

Subject: Clarification regarding treatment of Current Duty Charge (CDC) posts for cadres covered under Modal Online Transfer Policy(MOTP).

I am directed to invite your kind attention towards the subject cited above, it is hereby clarified that the following instructions shall be strictly adhered to by all Departments while processing data for the cadres covered under MOTP:

1. Post under Current Duty Charge(CDC):

A post presently being held by an employee under CDC shall be treated as vacant for the purpose of the transfer drive. The same must be reflected accordingly in the vacancy position of the concerned cadre.

2. Participation of CDC Holders:

An employee who is holding the charge of a post under CDC may be allowed to participate in the transfer drive in his/her substantive cadre only, subject to fulfillment of other prescribed conditions.

2. All Departments are requested to ensure that the above instructions are complied with meticulously.
3. Further, all the Boards/Corporations/Public Undertakings of Haryana are also requested to take appropriate action/decision in the matter accordingly.
4. These instructions may please be brought to the notice of all concerned for strict compliance. This may also be treated as Most Urgent.


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