

**MOST URGENT**

**No.15/27/2018-4HR-I/77283  
HARYANA GOVERNMENT  
HUMAN RESOURCES DEPARTMENT  
(HUMAN RESOURCES -I BRANCH)**

**Dated: the Chandigarh, 07<sup>th</sup> July, 2026**

**To**

1. All the Administrative Secretaries to Government, Haryana.
2. All the Head of the Departments to Government Haryana.
3. State Information Officer, Haryana, National Informatics Centre.

**Subject: Instructions regarding "Notional Category" under the Online Transfer Policy, 2026 in the context of the first Online Transfer Drive for each cadre.**

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I am directed to invite your kind attention to the subject noted above.

2. The Government of Haryana has notified the Model Online Transfer Policy, 2026 vide Notification No. 99-2026/Ext dated 25<sup>th</sup> June, 2026.
3. In pursuance, following instruction is to be followed with respect to employees to be covered under "Notional Category" for the first drive of each cadre to be undertaken under the said policy :

*"The employees on initial appointment/ deputation, on promotion, on reinstatement after suspension, on returning from study leave or on repatriation from deputation from another Organization/Government, or in whose transfer/posting orders/appointment orders it has been specifically mentioned that they have to participate in the first transfer drive of the cadre, during the period commencing from 23.05.2025 up to the qualifying date prescribed for the first transfer drive under the policy, shall be considered under "Notional Category".*

4. The above may be noted for strict compliance, and further necessary action may be taken in accordance with the provisions of the Model Online Transfer Policy, 2026.



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

