

**No. 42/152/2022-5HR-II**  
**HARYANA GOVERNMENT**  
**GENERAL ADMINISTRATION DEPARTMENT**  
**(HUMAN RESOURCES-II BRANCH)**

Dated Chandigarh, the 12<sup>th</sup> June, 2024

To

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

**Subject: Regarding sending fresh requisition for vacant Group-C & D posts (excluding covered under previously floated advertisements by the Haryana Staff Selection Commission).**

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Sir/Madam,



I am directed to invite your attention on the subject stated above and to inform that Government has considered the matter regarding vacant Group-C & D posts and the ongoing recruitment to Group-C & D posts through the Common Eligibility Test (CET) under the CET Policy issued vide Notification No. 42/119/2019-5GS-I dated 5<sup>th</sup> May, 2022, 31<sup>st</sup> May, 2022 & 20<sup>th</sup> Feb, 2023 and as amended further from time to time.

2. It is therefore requested to direct all the respective Appointing Authorities for various vacant Group-C & D posts within your department or organization to upload & submit a requisition for recruitment for these vacant posts through the Haryana Staff Selection Commission.

3. It is clarified that Group-C posts, for which the requisition have already previously been sent to Haryana Staff Selection Commission, and are currently in the process of recruitment under the Advt. No. 03/2023 (Group C only) dated 07.03.2023 issued by the Haryana Staff Selection Commission are to be **EXCLUDED** from the current fresh requisition. All Departments /Boards / Corporations may treat such posts (currently under process of recruitment) as not vacant. These should **NOT** be included in the requisition which is now to be uploaded by the Department.

4. The requisition shall be compiled by the Head of Department/Board/ Corporation, and uploaded on the portal created for the purpose by the Haryana Knowledge Corporation Limited at the <http://hsscscor.hkcl.in:8080/HSSCList/> using the same login credentials previous given to the departments/ Boards and Corporations.



5. This issues with the approval of the Competent Authority.

  
Under Secretary, Human Resources-II,  
for Chief Secretary to Government Haryana. 

Endst. No. 42/152/2022-5HR-II

Dated Chandigarh, the 12<sup>th</sup> June, 2024.

A copy is forwarded for information and necessary action to the Secretary, Haryana Staff Selection Commission.

  
Under Secretary, Human Resources-II  
for Chief Secretary to Government Haryana. 

CC:PS/CS