

HARYANA CIVIL SECRETARIAT
SECRETARIAT ESTABLISHMENT
ORDER

In continuation to the Government orders issued vide Endst., No.22/8/2020-IEI, dated 15.05.2020, now, the following officers/ Officials and Data Entry Operators of Haryana Civil Secretariat are hereby deputed in Chief Secretary Control Room in **S.C.O -6, First Floor, Sector 16, Panchkula**, to compile and submit the situation reports/ information to the respective authorities regarding the implementation of all activities' for **the prevention and Control of spread of Covid-19 (Corona Virus) Pandemic** and further consolidate onward submissions, as per schedule given below:-

Date	Timing from 8:00 AM to 3:00 PM Officer's/Officials. S/Sh/Smt.	Timing from 03:00 PM to 10:00 PM Officer's/Officials. S/Sh/Smt.
<u>01.06.2020</u>	<ol style="list-style-type: none"> 1. Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch. (8901006570) 2. Shiv Kumar S/o Sh. Gurnam Singh, Steno Typist, Services-I Branch (8059507891) 3. Ravinder Kumar S/o Sh. Ram Kumar, Steno Typist, O/o USF. (8708739493) 4. Narender Kumar S/o Sh. Sarjeet Singh, Peon, Estt.-II Branch. (8872289559) 5. Hira Vallabh, Driver (9915001505) 	<ol style="list-style-type: none"> 1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403) 2. Joginder Singh, Steno Typist, Power Branch. (8968048835) 3. Sandeep S/o Sh. Ramesh Kumar, D.E.O, Services-II Branch (8901043963) 4. Amarjit Singh S/o Sh. Surta, Senior Peon, Issue Branch (9814272741) 5. Balbir Singh, Driver, (9915932020)
<u>02.06.2020</u>	<ol style="list-style-type: none"> 1. Vijay Pal S/o Sh. Lal Singh, Superintendent, Food & Supply Branch. (8307250863) 2. Krishan Kumar S/o Sh. Prabhu Ram, Steno Typist, GS-II Branch. (8307558725) 3. Brijesh Kumar S/o Sh. Suraj Mal, Steno Typist, Home-I Branch (9466155898) 4. Ram Singh, Sr. Peon, Industries-II Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505) 	<ol style="list-style-type: none"> 1. Ajit Singh S/o Sh. Chandu Lal, Superintendent JJ-II Branch, NGIS Branch. (9888709832) 2. Upnesh S/o Sh. Kishan Chand, Steno Typist, (Awaiting Posting Orders). (8168871686) 3. Yogesh S/o Sh. Tejpal, D.E.O, Accounts & Partition Branch. (7357790706) 4. Dhulu Ram S/o Sh. Hem Singh, Peon (Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver, (9915932020)
<u>03.06.2020</u>	<ol style="list-style-type: none"> 1. Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch. (8901006570) 2. Shiv Kumar S/o Sh. Gurnam Singh, Steno Typist, Services-I Branch (8059507891) 3. Ravinder Kumar S/o Sh. Ram Kumar, Steno Typist, O/o USF. (8708739493) 4. Narender Kumar S/o Sh. Sarjeet Singh, Peon, Estt.-II Branch. (8872289559) 5. Hira Vallabh, Driver (9915001505) 	<ol style="list-style-type: none"> 1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403) 2. Joginder Singh, Steno Typist, Power Branch. (8968048835) 3. Sandeep S/o Sh. Ramesh Kumar, D.E.O, Services-II Branch (8901043963) 4. Amarjit Singh S/o Sh. Surta, Senior Peon, Issue Branch (9814272741) 5. Balbir Singh, Driver, (9915932020)
<u>04.06.2020</u>	<ol style="list-style-type: none"> 1. Vijay Pal S/o Sh. Lal Singh, Superintendent, Food & Supply Branch. (8307250863) 2. Krishan Kumar S/o Sh. Prabhu Ram, Steno Typist, GS-II Branch. (8307558725) 3. Brijesh Kumar S/o Sh. Suraj Mal, Steno Typist, Home-I Branch (9466155898) 4. Ram Singh, Sr. Peon, Industries-II Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505) 	<ol style="list-style-type: none"> 1. Ajit Singh S/o Sh. Chandu Lal, Superintendent JJ-II Branch, NGIS Branch. (9888709832) 2. Upnesh S/o Sh. Kishan Chand, Steno Typist, (Awaiting Posting Orders). (8168871686) 3. Yogesh S/o Sh. Tejpal, D.E.O, Accounts & Partition Branch. (7357790706) 4. Dhulu Ram S/o Sh. Hem Singh, Peon (Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver, (9915932020)

<u>05.06.2020</u>	<ol style="list-style-type: none"> 1. Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch. (8901006570) 2. Shiv Kumar S/o Sh. Gurnam Singh, Steno Typist, Services-I Branch (8059507891) 3. Ravinder Kumar S/o Sh. Ram Kumar, Steno Typist, O/o USF. (8708739493) 4. Narender Kumar S/o Sh. Sarjeet Singh, Peon, Estt.-II Branch. (8872289559) 5. Hira Vallabh, Driver (9915001505) 	<ol style="list-style-type: none"> 1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403) 2. Joginder Singh, Steno Typist, Power Branch. (8968048835) 3. Sandeep S/o Sh. Ramesh Kumar, D.E.O, Services-II Branch (8901043963) 4. Amarjit Singh S/o Sh. Surta, Senior Peon, Issue Branch (9814272741) 5. Balbir Singh, Driver, (9915932020)
<u>06.06.2020</u>	<ol style="list-style-type: none"> 1. Vijay Pal S/o Sh. Lal Singh, Superintendent, Food & Supply Branch. (8307250863) 2. Krishan Kumar S/o Sh. Prabhu Ram, Steno Typist, GS-II Branch. (8307558725) 3. Brijesh Kumar S/o Sh. Suraj Mal, Steno Typist, Home-I Branch (9466155898) 4. Ram Singh, Sr. Peon, Industries-II Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505) 	<ol style="list-style-type: none"> 1. Ajit Singh S/o Sh. Chandu Lal, Superintendent JJ-II Branch, NGIS Branch. (9888709832) 2. Upnesh S/o Sh. Kishan Chand, Steno Typist, (Awaiting Posting Orders). (8168871686) 3. Yogesh S/o Sh. Tejpal, D.E.O, Accounts & Partition Branch. (7357790706) 4. Dhulu Ram S/o Sh. Hem Singh, Peon (Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver, (9915932020)
<u>07.06.2020</u>	<ol style="list-style-type: none"> 1. Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch. (8901006570) 2. Shiv Kumar S/o Sh. Gurnam Singh, Steno Typist, Services-I Branch (8059507891) 3. Ravinder Kumar S/o Sh. Ram Kumar, Steno Typist, O/o USF. (8708739493) 4. Narender Kumar S/o Sh. Sarjeet Singh, Peon, Estt.-II Branch. (8872289559) 5. Hira Vallabh, Driver (9915001505) 	<ol style="list-style-type: none"> 1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403) 2. Joginder Singh, Steno Typist, Power Branch. (8968048835) 3. Sandeep S/o Sh. Ramesh Kumar, D.E.O, Services-II Branch (8901043963) 4. Amarjit Singh S/o Sh. Surta, Senior Peon, Issue Branch (9814272741) 5. Balbir Singh, Driver, (9915932020)
<u>08.06.2020</u>	<ol style="list-style-type: none"> 1. Vijay Pal S/o Sh. Lal Singh, Superintendent, Food & Supply Branch. (8307250863) 2. Krishan Kumar S/o Sh. Prabhu Ram, Steno Typist, GS-II Branch. (8307558725) 3. Brijesh Kumar S/o Sh. Suraj Mal, Steno Typist, Home-I Branch (9466155898) 4. Ram Singh, Sr. Peon, Industries-II Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505) 	<ol style="list-style-type: none"> 1. Ajit Singh S/o Sh. Chandu Lal, Superintendent JJ-II Branch, NGIS Branch. (9888709832) 2. Upnesh S/o Sh. Kishan Chand, Steno Typist, (Awaiting Posting Orders). (8168871686) 3. Yogesh S/o Sh. Tejpal, D.E.O, Accounts & Partition Branch. (7357790706) 4. Dhulu Ram S/o Sh. Hem Singh, Peon (Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver, (9915932020)
<u>09.06.2020</u>	<ol style="list-style-type: none"> 1. Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch. (8901006570) 2. Shiv Kumar S/o Sh. Gurnam Singh, Steno Typist, Services-I Branch (8059507891) 3. Ravinder Kumar S/o Sh. Ram Kumar, Steno Typist, O/o USF. (8708739493) 4. Narender Kumar S/o Sh. Sarjeet Singh, Peon, Estt.-II Branch. (8872289559) 5. Hira Vallabh, Driver (9915001505) 	<ol style="list-style-type: none"> 1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403) 2. Joginder Singh, Steno Typist, Power Branch. (8968048835) 3. Sandeep S/o Sh. Ramesh Kumar, D.E.O, Services-II Branch (8901043963) 4. Amarjit Singh S/o Sh. Surta, Senior Peon, Issue Branch (9814272741) 5. Balbir Singh, Driver, (9915932020)
<u>10.06.2020</u>	<ol style="list-style-type: none"> 1. Vijay Pal S/o Sh. Lal Singh, Superintendent, Food & Supply Branch. (8307250863) 	<ol style="list-style-type: none"> 1. Ajit Singh S/o Sh. Chandu Lal, Superintendent JJ-II Branch, NGIS Branch. (9888709832)

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	2. Krishan Kumar S/o Sh. Prabhu Ram, Steno Typist, GS-II Branch. (8307558725) 3. Brijesh Kumar S/o Sh. Suraj Mal, Steno Typist, Home-I Branch (9466155898) 4. Ram Singh, Sr. Peon, Industries-II Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505)	2. Upnesh S/o Sh. Kishan Chand, Steno Typist, (Awaiting Posting Orders). (8168871686) 3. Yogesh S/o Sh. Tejpal, D.E.O, Accounts & Partition Branch. (7357790706) 4. Dhulu Ram S/o Sh. Hem Singh, Peon (Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver, (9915932020)
<u>11.06.2020</u>	1. Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch. (8901006570) 2. Shiv Kumar S/o Sh. Gurnam Singh, Steno Typist, Services-I Branch (8059507891) 3. Ravinder Kumar S/o Sh. Ram Kumar, Steno Typist, O/o USF. (8708739493) 4. Narender Kumar S/o Sh. Sarjeet Singh, Peon, Estt.-II Branch. (8872289559) 5. Hira Vallabh, Driver (9915001505)	1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403) 2. Joginder Singh, Steno Typist, Power Branch. (8968048835) 3. Sandeep S/o Sh. Ramesh Kumar, D.E.O, Services-II Branch (8901043963) 4. Amarjit Singh S/o Sh. Surta, Senior Peon, Issue Branch (9814272741) 5. Balbir Singh, Driver, (9915932020)
<u>12.06.2020</u>	1. Vijay Pal S/o Sh. Lal Singh, Superintendent, Food & Supply Branch. (8307250863) 2. Krishan Kumar S/o Sh. Prabhu Ram, Steno Typist, GS-II Branch. (8307558725) 3. Brijesh Kumar S/o Sh. Suraj Mal, Steno Typist, Home-I Branch (9466155898) 4. Ram Singh, Sr. Peon, Industries-II Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505)	1. Ajit Singh S/o Sh. Chandu Lal, Superintendent JJ-II Branch, NGIS Branch. (9888709832) 2. Upnesh S/o Sh. Kishan Chand, Steno Typist, (Awaiting Posting Orders). (8168871686) 3. Yogesh S/o Sh. Tejpal, D.E.O, Accounts & Partition Branch. (7357790706) 4. Dhulu Ram S/o Sh. Hem Singh, Peon (Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver, (9915932020)
<u>13.06.2020</u>	1. Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch. (8901006570) 2. Shiv Kumar S/o Sh. Gurnam Singh, Steno Typist, Services-I Branch (8059507891) 3. Ravinder Kumar S/o Sh. Ram Kumar, Steno Typist, O/o USF. (8708739493) 4. Narender Kumar S/o Sh. Sarjeet Singh, Peon, Estt.-II Branch. (8872289559) 5. Hira Vallabh, Driver (9915001505)	1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403) 2. Joginder Singh, Steno Typist, Power Branch. (8968048835) 3. Sandeep S/o Sh. Ramesh Kumar, D.E.O, Services-II Branch (8901043963) 4. Amarjit Singh S/o Sh. Surta, Senior Peon, Issue Branch (9814272741) 5. Balbir Singh, Driver, (9915932020)
<u>14.06.2020</u>	1. Vijay Pal S/o Sh. Lal Singh, Superintendent, Food & Supply Branch. (8307250863) 2. Krishan Kumar S/o Sh. Prabhu Ram, Steno Typist, GS-II Branch. (8307558725) 3. Brijesh Kumar S/o Sh. Suraj Mal, Steno Typist, Home-I Branch (9466155898) 4. Ram Singh, Sr. Peon, Industries-II Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505)	1. Ajit Singh S/o Sh. Chandu Lal, Superintendent JJ-II Branch, NGIS Branch. (9888709832) 2. Upnesh S/o Sh. Kishan Chand, Steno Typist, (Awaiting Posting Orders). (8168871686) 3. Yogesh S/o Sh. Tejpal, D.E.O, Accounts & Partition Branch. (7357790706) 4. Dhulu Ram S/o Sh. Hem Singh, Peon (Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver, (9915932020)
<u>15.06.2020</u>	1. Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch. (8901006570) 2. Shiv Kumar S/o Sh. Gurnam Singh, Steno Typist, Services-I Branch (8059507891) 3. Ravinder Kumar S/o Sh. Ram Kumar, Steno Typist, O/o USF. (8708739493)	1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403) 2. Joginder Singh, Steno Typist, Power Branch. (8968048835) 3. Sandeep S/o Sh. Ramesh Kumar, D.E.O, Services-II Branch (8901043963) 4. Amarjit Singh S/o Sh. Surta, Senior

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4. Narender Kumar S/o Sh. Sarjeet Singh, Peon, Estt.-II Branch. (8872289559)	Peon, Issue Branch (9814272741)
5. Hira Vallabh, Driver (9915001505)	5. Balbir Singh, Driver, (9915932020)

Note:- If any officers/officials i.e. Superintendent/ Steno-Typist/ D.E.O unable to perform his duties then Sh. Dharampal Singh Malik, Superintendent, Industries-II Branch and Sh. Dinesh Verma, Steno Typist, Pension Branch, are reserved to perform the duties of **Monitoring in Chief Secretary Control Room in Haryana Civil Secretariat regarding prevention and Control of spread of Covid-2019 Pandemic (Corona Virus).**

Dated: Chandigarh,
the 29th May, 2020.

MAHESHWAR SHARMA
Special Secretary to Government, Haryana,
Secretariat Establishment.

No.22/8/2020-IEI

Dated Chandigarh the 29th May, 2020.

A copy is forwarded to the following for information and necessary action:-

1. Sh. T.C. Gupta, IAS, Additional Chief Secretary to Govt. Haryana, Power Department.
2. Sh. S.S. Phulia, IAS, Transport Commissioner, Haryana and Special Secretary to Government. Haryana, Transport Department.
3. Sh. Samwartak Singh, HCS, Member of the Committee of Chief Secretary Control Room.
4. Sh. Rohit Yadav, HCS, Member of the Committee of Chief Secretary Control Room.
5. Under Secretary to Govt. Haryana, Protocol with the request to provide two cars with drivers for each schedule.
6. Private Secretary/ PSCM
7. Private Secretary to Chief Secretary
8. Concerned Branch Incharge /Officers/ Officials./ Superintendent Establishment- II Branch.
9. Concerned officer/ Officials (They are hereby directed for strict compliance the orders as per above mentioned schedule).
10. Administrative officer/ Care Taker with the request to provide the requisite to provide Preventive Kits (Masks, Sanitizer, Hand Wash, Gloves, & Thermal Temperature Machine as per staff strength) & Pantry Service as per staff strength.

Ramesh Kumar
Superintendent Establishment-I,
for Special Secretary to Govt. Haryana.
Secretariat Establishment.

29/5/2020