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.	Officer's/Officials.
01.06.2020	S/Sh/Smt. 1. Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch.	S/Sh/Smt. 1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU.
	(8901006570) 2. Shiv Kumar S/o Sh. Gurnam Singh, Steno Typist, Services-I Branch	(9872211403) 2. Joginder Singh, Steno Typist, Power Branch.
	(8059507891) 3. Ravinder Kumar S/o Sh. Ram Kumar,	(8968048835) 3. Sandeep S/o Sh. Ramesh Kumar, D.E.O, Services-II Branch
	Steno Typist, O/o USF. (8708739493) 4. Narender Kumar S/o Sh. Sarjeet Singh,	(8901043963) 4. Amarjit Singh S/o Sh. Surta, Senior
	Peon, EsttII Branch. (8872289559)	Peon, Issue Branch (9814272741) 5. Balbir Singh, Driver,
02.06.2020	5. Hira Vallabh, Driver (9915001505)	(9915932020)
02.06.2020	1. Vijay Pal S/o Sh. Lal Singh, Superintendent, Food & Supply Branch.	Ajit Singh S/o Sh. Chandu Lal, Superintendent JJ-II Branch, NGIS Branch.
	(8307250863) 2. Krishan Kumar S/o Sh. Prabhu	(9888709832)
	Ram, Steno Typist, GS-II Branch. (8307558725)	 Upnesh S/o Sh. Kishan Chand, Steno Typist, (Awaiting Posting Orders). (8168871686)
	3. Brijesh Kumar S/o Sh. Suraj Mal, Steno Typist, Home-I Branch (9466155898)	3. Yogesh S/o Sh. Tejpal, D.E.O, Accounts & Partition Branch. (7357790706)
	4. Ram Singh, Sr. Peon, Industries-II Branch.	4. Dhulu Ram S/o Sh. Hem Singh, Peon (Awaiting posting Orders)
	(8727072813) 5. Hira Vallabh, Driver (9915001505)	(8872289559) 5. Balbir Singh, Driver, (9915932020)
03.06.2020	Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch.	Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU .
1	(8901006570) 2. Shiv Kumar S/o Sh. Gurnam Singh, Steno Typist, Services-I Branch	(9872211403) 2. Joginder Singh, Steno Typist, Power Branch.
5)~~	(8059507891) 3. Ravinder Kumar S/o Sh. Ram Kumar,	(8968048835) 3. Sandeep S/o Sh. Ramesh Kumar, D.E.O, Services-II Branch
	Steno Typist, O/o USF. (8708739493)	(8901043963) 4. Amarjit Singh S/o Sh. Surta, Senior
	 Narender Kumar S/o Sh. Sarjeet Singh, Peon, EsttII Branch. (8872289559) 	Peon, Issue Branch (9814272741)
	5. Hira Vallabh, Driver (9915001505)	5. Balbir Singh, Driver, (9915932020)
04.06.2020	Vijay Pal S/o Sh. Lal Singh, Superintendent, Food & Supply Branch.	Ajit Singh S/o Sh. Chandu Lal, Superintendent JJ-II Branch, NGIS Branch.
	(8307250863) 2. Krishan Kumar S/o Sh. Prabhu	(9888709832) 2. Upnesh S/o Sh. Kishan Chand, Steno
	Ram, Steno Typist, GS-II Branch. (8307558725)	Typist, (Awaiting Posting Orders). (8168871686)
	3. Brijesh Kumar S/o Sh. Suraj Mal, Steno Typist, Home-I Branch (9466155898)	3. Yogesh S/o Sh. Tejpal, D.E.O, Accounts & Partition Branch. (7357790706)
	4. Ram Singh, Sr. Peon, Industries-II Branch.	4. Dhulu Ram S/o Sh. Hem Singh, Peon (Awaiting posting Orders)
	(8727072813) 5. Hira Vallabh, Driver (9915001505)	(8872289559) 5. Balbir Singh, Driver, (9915932020)

05.06.2020	1. Krishan Kumar S/o Sh. Mars Charles	
	 Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch (8901006570) Shiv Kumar S/o Sh. Gurnam Singh, Steno Typist, Services-I Branch (8059507891) Ravinder Kumar S/o Sh. Ram Kumar, Steno Typist, O/o USF. (8708739493) Narender Kumar S/o Sh. Sarjeet Singh, Peon, EsttII Branch. (8872289559) Hira Vallabh, Driver (9915001505) 	(9872211403) 2. Joginder Singh, Steno Typist, Power Branch (8968048835) 3. Sandeep S/o Sh. Ramesh Kumar, D.E.O, Services-II Branch (8901043963) 4. Amariis Singh S/o Sh. S. and S
06.06.2020	 Vijay Pal S/o Sh. Lal Singh, Superintendent, Food & Supply Branch. (8307250863) Krishan Kumar S/o Sh. Prabhu Ram, Steno Typist, GS-II Branch. (8307558725) Brijesh Kumar S/o Sh. Suraj Mal, Steno Typist, Home-I Branch (9466155898) Ram Singh, Sr. Peon, Industries-II 	 Ajit Singh S/o Sh. Chandu Lal, Superintendent JJ-II Branch, NGIS Branch. (9888709832) Upnesh S/o Sh. Kishan Chand, Steno Typist, (Awaiting Posting Orders). (8168871686) Yogesh S/o Sh. Tejpal, D.E.O, Accounts & Partition Branch. (7357790706) Dhulu Ram S/o Sh. Hem Singh, Peon
	Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505)	(Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver, (9915932020)
9 5 n 21	 Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch. (8901006570) Shiv Kumar S/o Sh. Gurnam Singh, Steno Typist, Services-I Branch (8059507891) Ravinder Kumar S/o Sh. Ram Kumar, Steno Typist, O/o USF. (8708739493) Narender Kumar S/o Sh. Sarjeet Singh, Peon, EsttII Branch. (8872289559) Hira Vallabh, Driver (9915001505) 	 Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403) Joginder Singh, Steno Typist, Power Branch. (8968048835) Sandeep S/o Sh. Ramesh Kumar, D.E.O, Services-II Branch (8901043963) Amarjit Singh S/o Sh. Surta, Senior Peon, Issue Branch (9814272741) Balbir Singh, Driver, (9915932020)
08.06.2020	 Vijay Pal S/o Sh. Lal Singh, Superintendent, Food & Supply Branch. (8307250863) Krishan Kumar S/o Sh. Prabhu Ram, Steno Typist, GS-II Branch. (8307558725) Brijesh Kumar S/o Sh. Suraj Mal, Steno Typist, Home-I Branch (9466155898) Ram Singh, Sr. Peon, Industries-II Branch. (8727072813) Hira Vallabh, Driver (9915001505) 	 Ajit Singh S/o Sh. Chandu Lal, Superintendent JJ-II Branch, NGIS Branch. (9888709832) Upnesh S/o Sh. Kishan Chand, Steno Typist, (Awaiting Posting Orders). (8168871686) Yogesh S/o Sh. Tejpal, D.E.O, Accounts & Partition Branch. (7357790706) Dhulu Ram S/o Sh. Hem Singh, Peon (Awaiting posting Orders) (8872289559) Balbir Singh, Driver, (9915932020)
09.06.2020	 Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch. (8901006570) Shiv Kumar S/o Sh. Gurnam Singh, Steno Typist, Services-I Branch (8059507891) Ravinder Kumar S/o Sh. Ram Kumar, Steno Typist, O/o USF. (8708739493) Narender Kumar S/o Sh. Sarjeet Singh, Peon, EsttII Branch. (8872289559) Hira Vallabh, Driver (9915001505) 	 Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403) Joginder Singh, Steno Typist, Power Branch. (8968048835) Sandeep S/o Sh. Ramesh Kumar, D.E.O, Services-II Branch (8901043963) Amarjit Singh S/o Sh. Surta, Senior Peon, Issue Branch (9814272741) Balbir Singh, Driver, (9915932020)
10.06.2020	1. Vijay Pal S/o Sh. Lal Singh, Superintendent, Food & Supply Branch. (8307250863)	1. Ajit Singh S/o Sh. Chandu Lal, Superintendent JJ-II Branch, NGIS Branch. (9888709832)

	2. Krishan Kumar S/o Sh. Prabhu	2. Upnesh S/o Sh. Kishan Chand, Steno
	Ram, Steno Typist, GS-II Branch.	Typist, (Awaiting Posting Orders).
	(8307558725)	(8168871686)
	3. Brijesh Kumar S/o Sh. Suraj Mal,	3. Yogesh S/o Sh. Tejpal, D.E.O, Accounts &
	Steno Typist, Home-I Branch (9466155898)	Partition Branch.
		(7357790706)
	4. Ram Singh, Sr. Peon, Industries-II Branch.	4. Dhulu Ram S/o Sh. Hem Singh, Peon
	(8727072813)	(Awaiting posting Orders)
	5. Hira Vallabh, Driver	(8872289559)
	(9915001505)	5. Balbir Singh, Driver,
11.06.2020	Krishan Kumar S/o Sh. Mam Chand	(9915932020)
	Superintendent, B&R (Works) Branch.	1. Pawan Singh S/o Sh. Fateh Singh,
	(8901006570)	Superintendent, SIU. (9872211403)
	2. Shiv Kumar S/o Sh. Gurnam Singh,	
	Steno Typist, Services-I Branch	2. Joginder Singh, Steno Typist, Power Branch (8968048835)
	(8059507891)	3. Sandeep S/o Sh. Ramesh Kumar, D.E.O,
	3. Ravinder Kumar S/o Sh. Ram Kumar,	Services-II Branch
	Steno Typist, O/o USF.	(8901043963)
	(8708739493)	4. Amarjit Singh S/o Sh. Surta, Senior
	4. Narender Kumar S/o Sh. Sarjeet Singh,	Peon, Issue Branch
	Peon, EsttII Branch.	(9814272741)
	(8872289559)	5. Balbir Singh, Driver,
	5. Hira Vallabh, Driver	(9915932020)
12.07.2020	(9915001505)	
12.06.2020	1. Vijay Pal S/o Sh. Lal Singh,	1. Ajit Singh S/o Sh. Chandu Lal,
	Superintendent, Food & Supply	Superintendent JJ-II Branch,
	Branch.	NGIS Branch.
	(8307250863)	(9888709832)
	2. Krishan Kumar S/o Sh. Prabhu	2. Upnesh S/o Sh. Kishan Chand, Steno
	Ram, Steno Typist, GS-II Branch.	
	(8307558725)	
	3. Brijesh Kumar S/o Sh. Suraj Mal,	3. Yogesh S/o Sh. Tejpal, D.E.O, Accounts &
	Steno Typist, Home-I Branch	
	(9466155898)	
	4. Ram Singh, Sr. Peon, Industries-II	4. Dhulu Ram S/o Sh. Hem Singh, Peon
	Branch. (8727072813)	
	5. Hira Vallabh, Driver	
	(9915001505)	
13.06.2020	1. Krishan Kumar S/o Sh. Mam Chand	
12:00:2020	Superintendent, B&R (Works) Branch.	1. Pawan Singh S/o Sh. Fateh Singh,
	(8901006570)	
	2. Shiv Kumar S/o Sh. Gurnam Singh,	
	Steno Typist, Services-I Branch	(8068048835)
	(8059507891)	
200	3. Ravinder Kumar S/o Sh. Ram Kumar,	Services-II Branch
915122	Steno Typist, O/o USF.	
1/-/	(8708739493)	
	4. Narender Kumar S/o Sh. Sarjeet Singh,	Peon, Issue Branch
	Peon, EsttII Branch.	(9814272741)
	(8872289559)	5. Balbir Singh, Driver,
	5. Hira Vallabh, Driver	(9915932020)
14.06.2020	(9915001505)	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) 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) 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)
14.06.2020	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	
	3. Brijesh Kumar S/o Sh. Suraj Mal, Steno Typist, Home-I Branch	Position Proved
	(9466155898)	
	()	4. Dhulu Ram S/o Sh. Hem Singh, Peon
	4. Ram Singh, Sr. Peon, Industries, II	- Zhara Rain 5/0 Sh. Helii Siligh, Peon
	4. Ram Singh, Sr. Peon, Industries-II Branch.	(Awaiting posting Orders)
	Branch.	(Awaiting posting Orders)
	Branch. (8727072813)	(Awaiting posting Orders) (8872289559)
5.06.2020	Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505)	(Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver,(9915932020)
5.06.2020	Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505) 1. Krishan Kumar S/o Sh. Mam Chand	(Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver,(9915932020) 1. Pawan Singh S/o Sh. Fateh Singh,
5.06.2020	Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505)	(Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver,(9915932020) 1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU.
5.06.2020	Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505) 1. Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch. (8901006570)	(Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver,(9915932020) 1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403)
5.06.2020	Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505) 1. Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch. (8901006570) 2. Shiv Kumar S/o Sh. Gurnam Singh,	(Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver, (9915932020) 1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403) 2. Joginder Singh, Steno Typist, Power Branch.
5.06.2020	Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505) 1. Krishan Kumar S/o Sh. Mam Chand Superintendent, B&R (Works) Branch. (8901006570)	(Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver,(9915932020) 1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403) 2. Joginder Singh, Steno Typist, Power Branch. (8968048835)
5.06.2020	Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505) 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)	(Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver,(9915932020) 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,
15.06.2020	Branch. (8727072813) 5. Hira Vallabh, Driver (9915001505) 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)	(Awaiting posting Orders) (8872289559) 5. Balbir Singh, Driver,(9915932020) 1. Pawan Singh S/o Sh. Fateh Singh, Superintendent, SIU. (9872211403) 2. Joginder Singh, Steno Typist, Power Branch. (8968048835)

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

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

Kamesh Kumer Superintendent Establishment-I, Superintense Special Secretary to Go. Secretariat Establishment. for Special Secretary to Govt. Haryana.