

No.3/1/2022-5S(I)
Government of Haryana
Chief Secretary's Office
Personnel Department.

Dated, Chandigarh the 9th January, 2024

To

1. All the Administrative Secretaries in the State of Haryana.
2. All the Divisional Commissioners in the State of Haryana .
3. The Director General of Police, Haryana.
4. All the Inspector Generals Range/Commissioners of Police in the State of Haryana.
5. All the Deputy Commissioners in the State of Haryana.
6. All the SSPs/SPs in the State of Haryana.
7. All the IAS/IPS officers in the State of Haryana.

Subject:- Regarding the Role of Divisional Commissioners in Haryana State.

Sir/Madam,

I am directed to refer to the subject noted above and to say that Government has reconsidered the Role and responsibilities of Divisional Commissioners in Haryana State and decided that the role and responsibilities of Divisional Commissioners in Haryana State will be as under in addition to their existing duties:-

- i. Divisional Commissioners will hold the meeting with the Deputy Commissioners in every month for monitoring all court cases pertaining to land Revenue, land evictions and Maintenance and Welfare of Parents and Senior Citizens etc. pending with Deputy Commissioners or Sub Divisional Magistrate concerned and also, review the court cases pending with them for over six months.
- ii. Divisional Commissioners will also hold the review meetings regarding law & order situation in every month with the following authorities:-
 - i. IG Range/Commissioner of Police.
 - ii. Deputy Commissioners.
 - iii. SSP/SPand further send the monthly report of the same to the Chief Secretary, Haryana by mentioning the sensitive and flare-up issues like lost, major incidents, suspending mobile internet services and drone ban during the visit of VIP/VVIP etc..
- iii. Divisional Commissioners will hold the review meeting with District Municipal Commissioners to monitor the Development work of the Urban Areas, issues of Property tax collection and Property ID etc. and on the parallel lines he will hold the review meeting with CEOs, Zila Parishads and DDPO regarding Rural Area Development.
- iv. Divisional Commissioners will review the Public Distribution System (PDS) and specifically checked atleast two PDS shop of the area of his division in a month and ensure that PDS is biometric based.
- v. During the season of procurement, Divisional Commissioner will review the procurement process in mandis. In this regard, proper checklist will be issued by the Department of Food, Civil Supplies and Consumer Affairs, Haryana.

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- vi. Divisional Commissioners will check the 1% entries of girdawari and also check the compensation of girdawari. In this regard ACS/FCR will issue the necessary directions to the all concerned.
 - vii. Divisional Commissioner will furnish monthly report of all the above work to the Chief Secretary, Haryana.
2. These instructions may please be brought to the notice of all concerned.

Yours faithfully,



Deputy Secretary to Government, Haryana,
Personnel Department. 

Endst. No. 3/1/2022-5S(I)

Dated, Chandigarh the 9th January, 2024

A copy is forwarded to the Additional Chief Secretary to Government Haryana, Home Department for information and necessary action.



Deputy Secretary to Government, Haryana,
Personnel Department. 