

No. 4/45/2018-RU
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
ADMINISTRATIVE REFORMS DEPARTMENT

Dated Chandigarh the, 28/03/2022

To

The Special Secretary to Government, Haryana
Human Resources Department,
Chandigarh.

Subject: Regarding Transfer the Staff Inspection Unit of Administrative Reforms Department to Human Resources Department.

Respected Sir

I am directed to refer on the subject cited above and to inform you that the Government has decided that the Staff Inspection Unit of Administrative Reforms Department with works and Staff be transferred to the Human Resources Department. Thus, the Staff Inspection Unit with following works and staff is transferred to your office for further necessary action:-

1. Work:

“To conduct Work Management studies for assessing staff requirements and staffing policy for recommendation of surplus/addition/creation of new posts in all the Offices of Haryana Government including Haryana Civil Secretariat”

2. Present status of sanctioned and filled posts in the Staff Inspection Unit:

Name of the Branch	Name of posts	Sanctioned Post(s)	Filled -up Post(s)	Vacant post(s)
Staff Inspection Unit	Superintendent	1	-	1
	Assistants	4	2	2
	Steno Typist	1	-	1
	Clerk/DEO	1	1	-
	Peon	1	-	1
	TOTAL	8	3	5

3. Details of staff presently posted in the Staff Inspection Unit:

SN	Name of Official	Designation	Remarks
1.	Smt. Ritika Sharma	Assistant	working at present
2.	Smt, Preeti	Assistant	on CCL w.e.f 22.11.2021 to 13.04.2022
4.	Mr. Aabhas Rohilla	Clerk	working at present

Yours faithfully,



Research Officer (RU)
for Chief Secretary to Government, Haryana

Endst. No. 4/45/2018-RU

Dated: 28/03/2022

A copy is forwarded to the Secretary to Government Haryana Cabinet Branch w.r.t notification No. 6/1/2020-1Cabinet, dated 03.11.2021 for information and necessary action.



Research Officer (RU)
for Chief Secretary to Government, Haryana

Endst. No. 4/45/2018-RU

Dated: 28/03/2022

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

1. The Principal Secretary to Government Haryana, General Administration Department, Haryana Civil Secretariat, Chandigarh.
2. The Special Secretary to Government Haryana, Secretariat Establishment, Haryana Civil Secretariat Chandigarh.



Research Officer (RU)
for Chief Secretary to Government, Haryana

CC:

1. PS/CS
2. PS/CPSCM
3. PS/C&SAR