

From

The Legal Remembrancer and Administrative
Secretary to Government, Haryana,
Law & Legislative Department, Chandigarh.

To

19/8/26
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1. The Secretary to Government of India, Ministry of Law & Justice, Legislative Department, Kartavya Bhawan-2, 4th Floor, Dr. Rajendra Prasad Road, New Delhi - 110001
2. Chief Secretary to Government, Haryana;
3. Chief Secretaries and Legal Remembrancer to Govt. of Himachal Pradesh, Bihar, Chattisgarh, Jharkhand, Madhya Pradesh, Rajasthan, Uttar Pradesh and Uttarakhand.
4. All the Additional Chief Secretaries to Government, Haryana;
5. All the Heads of Departments, Haryana
6. Commissioner, Ambala/Hisar/Rohtak/Gurgaon/Karnal/Faridabad Division;
7. All the Deputy Commissioners in the State.

Memo No. 2687 - 2857

Dated, Chandigarh, the 07/08/2026

Subject: Regarding filling up three posts of Assistant Legislative Officer (Hindi) (Class-II) in the Law and Legislative Department, Haryana.

Sir,

I am directed to invite your kind attention on the subject cited above and to intimate that three posts of Assistant Legislative Officer (Hindi) (Class-II) are to be filled on transfer basis in the Law & Legislative Department, Haryana. The qualifications, experience and pay scales for the said post is given as under:-

Sr. No.	Name of the Post	Pay scale/Functional Pay Level of the post	Number of posts	Academic qualifications and experience, if any, for appointment other than by direct recruitment
1.	Assistant Legislative Officer (Hindi) (Class-II)	FPL-8 (47600) of the HCS(Revised Pay) Rules, 2016	03	By transfer or deputation- (i) Two years' experience as Assistant Legislative Officer (Hindi) or on analogous post; (ii) B.A. LL.B from a recognized university; and (iii) Hons. in Hindi or Sanskrit or Graduation with Hindi or Sanskrit as elective subject (2 nd Division) or Graduation with Hindi (1 st Division) from a recognized university; preferably M.A in Hindi or Sanskrit.

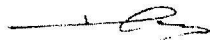
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Establishment-I Branch
Dairy No. 97598
Date 20/08/2026
Haryana Civil Secretariat

F.P.P.

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It is, therefore, requested that said requisition may please be circulated amongst all the eligible persons working under their office to give their willingness to join on transfer basis against three posts of Assistant Legislative Officer (Hindi). The options of the desirous persons who have good or above good category's service record alongwith their summary of Annual Confidential Reports may, please, be sent to this department (Room No. 18, 9th Floor, Haryana Civil Secretariat, Chandigarh) and also intimate whether any disciplinary action or vigilance enquiry is pending against them or not. The last date of submission of application is fixed upto 21.09.2026.


Under Secretary (General)
for Legal Remembrancer and Administrative
Secretary to Government, Haryana,
Law & Legislative Department, Chandigarh.

7/8/26