

Subject:- Regarding implementation of e-office in Haryana Civil Secretariat.

Will all the:-

Joint Secretaries/ Deputy Secretaries/ Under Secretaries/ Superintendents/ Deputy Superintendents, Haryana Civil Secretariat.

Kindly refer to the subject cited above?

2. They are requested to submit the information as per Annexure-A and Annexure-B mentioned below received from IT Department to successfully implementation of e-office in Haryana Civil Secretariat:-

Annexure-A

Sr. No	Name of the Branch	No. of physical files	No. of total pages to be scanned

Annexure-B

Computer					Printer/ Scanner	
Sr. No.	Computer Model/ Name	Windows	RAM	Hard Disk	Name of the Printer & Model	Name of the Scanner & Model

3. They are also requested to direct the officers/ officials working under their control to submit the above Annexure i.e. A & B to the undersigned by 21.07.2020 positively.

The said information is also available at <http://csharyana.gov.in/> and can be downloaded.


Superintendent Establishment-I,
for Chief Secretary to Government Haryana.

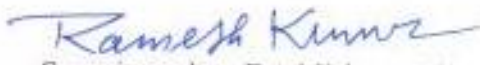
To

Joint Secretaries/ Deputy Secretaries/ Under Secretaries/ Superintendents/ Deputy Superintendents, Haryana Civil Secretariat.

U.O No. 22/25/2018-6Estt.-I
Endst. No. 22/25/2018-6Estt.-I

Dated: Chandigarh, the 17th July, 2020
Dated: Chandigarh, the 17th July, 2020

A copy is forwarded to Director, Sainik & Ardh Sainik Welfare Department, Haryana, Panchkula for taking immediate action in this regard.


Superintendent Establishment-I,
for Chief Secretary to Government Haryana.
