

Reminder
Most Immediate
Date Bound

Haryana Government
General Administration Department
No. 15/05/2017-1GS-II

From

The Chief Secretary to Government Haryana

To

✓ All the Administrative Secretaries to Govt., Haryana.

Dated Chandigarh; 29-05-2020.

Subject: Regarding online transfer policy of the posts having sanctioned strength 500 and above.

Sir/Madam

I am directed to draw your kind attention towards this office letter No. 15/05/2017-1GS-II dated 04-06-2018, 26-07-2019 and 19.11.2019 vide which all the departments were requested to formulate a transfer policy for the departments having State Cadre Strength more than 500 cadre posts. It was also requested to update the service record in respect of each employee in HRMS system. A meeting was convened on 23.01.2020 under the Chairmanship of Hon'ble Chief Minister on the subject. During the course of said meeting most of the Administrative Secretaries had assured that online transfer policy of their department will be started very shortly and online applications/choices for stations for making transfers will be called from the employees of the cadres having sanctioned strength 500 and more w.e.f. 15.02.2020 to 29.02.2020 and final transfer orders will be issued in the month of March/April. **Vide letter dated 4.3.2020 the information was sought on the progress in this regard.**

2. The progress shall be reviewed shortly. Therefore, you are, requested to send the information as per following proforma by **email, at superintendentgs2@gmail.com in 'Msword' by 1st of June, 2020**, positively.

Sr. No.	Name of Deptt.	Name of posts having cadre strength of more than 500		Has the policy been approved by the competent authority		Is the software ready for inviting online request for transfer		Date from which the officials can fill up their choice of posting online
		Name	No.	Yes/No	If "No", then at which level is the file pending along with CFMS no.	Yes/No	If "No", then the likely date by which software will be ready	
1	2	3	4	5	6	7	8	9

This may please be treated as **Most Urgent.**

Yours faithfully,

Superintendent General Services-II
for Chief Secretary to Government Haryana.