

No.1/61/2013-1SII (PF)
GOVERNMENT OF HARYANA
CHIEF SECRETARY's OFFICE
PERSONNEL DEPARTMENT

Dated: Chandigarh, the 16th October, 2019

To

1. All the Administrative Secretaries to Government Haryana.
2. All the Heads of Departments in the State.
3. All the Managing Directors/Chief Administrators of Boards/Corporations in the State.
4. Commissioner, Ambala/Hisar/Gurugram/Faridabad/Karnal/Rohtak Divisions.
5. All the Deputy Commissioners in the State.

Subject:- Link Officers for the purpose of looking after the work of vacancy due to transfer/retirement and during the leave/training/ tour or election duty of Head of Department/Boards/Corporation etc.

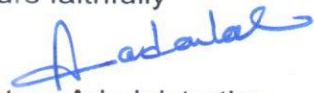
Sir/Madam,

In continuation of this Department's letter of even number dated 20th July, 2016, and in supersession of this department's letters of even number dated 30.09.2019 and 11.10.2019, I am directed to inform that the matter has further been considered and it has been decided that the following will be Link Officers in the event of Head of Department being on leave/training/tour/election duty or away for more than 5 days due to any other reason or in the event of vacancy due to retirement/transfer of officer as under:-

Name of Department	Link Officer-I	Link Officer-II
State Transport	Transport Commissioner	Excise & Taxation
Transport Commissioner	State Transport	Excise & Taxation

2. The officer will inform his Link Officer before proceeding on leave/training/ tour/election duty.

Yours faithfully



Joint Secretary Administration,
for Chief Secretary to Government Haryana

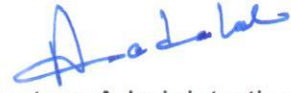
Endst. No. 1/61/2013-1SII (PF)

Dated Chandigarh, the 16th October, 2019

A copy, each, is forwarded for information and action where necessary to the following: -

1. Establishment Officer and Addl. Secretary to Govt. of India, Ministry of Personnel, PG & Pensions Department of Personnel and Training, New Delhi.
2. Addl. Secretary to Govt. of India (S&V), Ministry of Personnel, P.G. & Pensions Department of Personnel & Training, Services Division (AIS-III Section), New Delhi.
3. Deputy Secretary to Govt. of India, Department of Personnel & Administrative Reforms, New Delhi.
4. Documentation Officer, National Institute of Educational Planning Administration, 17-B, Sri Aurbindo Marg, New Delhi.

5. Research Officer, Career Management Division, Department of Personnel and Training, R.No.215, North Block, New Delhi.
6. Establishment Officer, C.M. Division, Department of Personnel and Training, R.No.215, North Block, New Delhi.



Joint Secretary Administration,
for Chief Secretary to Government Haryana

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A copy, each, is forwarded to the Principal Secretary/Additional
Principal Secretary/Deputy Principal Secretary/OSD(AS)/Special Senior
Secretaries/Senior Secretaries/Secretaries/Private Secretaries to Chief
Minister/ Ministers/Speaker for the information of Chief Minister/ Ministers/
Speaker.



Joint Secretary Administration,
for Chief Secretary to Government Haryana

INTERNAL DISTRIBUTION

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| 1. Pvt. Secy./CS. | 2. Supdt., Services-I & III/ GS I, II & III Branch. |
| 3. Sr. A.O., AIS (GIS). | 4. Supdt., Training / Accounts/ Estt.-I/ Estt-II. Br. |
| 5. RA at RA's Residence. | 6. Secy./SPS. |
| 7. I/C, Computer Section. | 8. Lib. Haryana Civil Secretariat |
| 9. Liaison Officer, Telephones | 10. 2SII, 3SII, 4SII, 5SII, 6SII & 7SII |