

No. 13/1/2017-2SII
Government of Haryana
Chief Secretary's office
Personnel Department

To

All IAS/HCS officers in Haryana State.

Dated, Chandigarh, the 8th August, 2018

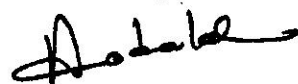
Subject:- Regarding intimation to Minister-in-Charge concerned while proceeding on leave/training/tour.

Sir/Madam,

It has come to the notice of State Government that the Administrative Secretaries/Heads of Departments proceed on leave/training/tour without prior intimation to the Minister-in-Charge concerned. Now, the State Govt. has decided that all the Administrative Secretaries/HODs shall intimate the concerned Minister-in-Charge regarding their proceeding on leave/ training/tour, while applying for the same as well as after getting approval for the same.

2. All concerned are requested to comply with these instructions in letter and spirit.

Yours faithfully,



(MADAN LAL)

Deputy Secretary to Government, Haryana

Endst. No.13/1/2017-2SII

Dated, Chandigarh, the 8th August, 2018

A copy is forwarded to the Secretaries /Private Secretaries to all the Ministers in State of Haryana to bring the same to the kind notice of the concerned Minister.



Deputy Secretary to Government, Haryana