

No. 15/5/2017-1GS-II
HARYANA GOVERNMENT
GENERAL ADMINISTRATION DEPARTMENT
(GENERAL SERVICES-II BRANCH)

Dated Chandigarh the 26th July, 2021

To

1. All the Administrative Secretaries to Govt. Haryana
2. All the Heads of Departments in Haryana.
3. All the Managing Directors/Chief Administrators of Board and Corporations of Haryana Government.

Subject: Online Transfer Policy.

Sir/Madam,

I am directed to invite your attention to Government letter of even number dated 23.06.2021 vide which Online Transfer Policy was made applicable for the posts having cadre strength of eighty or more.

2. In continuation of above letter, to facilitate the data collection for online transfer policy, a webpage on HRMS portal has been developed to identify, list and finalize the posts that can be readily covered.

3. All the Administrative Secretaries/Heads of Departments/ Boards/Corporations/ Societies/Mission/Samiti etc. are requested to complete the process as per schedule mentioned at 'Annexure – I'.

4. A training of Nodal Officers for guidance to provide necessary information on the webpage of HRMS shall be organized by NIC, at 9th Floor of Haryana Civil Secretariat, Chandigarh on 27th & 28th July, 2021 at 11.30 AM as per list attached at Annexure-II. All the Nodal Officers may kindly be directed to attend the same positively.

5. These instructions may please be brought to the notice of all concerned for strict compliance.

Yours faithfully,


Under Secretary General Administration,
for Chief Secretary to Government Haryana.

Endst. No. 15/5/2017-1GS-II

Dated: Chandigarh, the 26th July, 2021

A copy is forwarded to Sh. Yashpal, Scientist-E, NIC, 9th Floor, Haryana Civil Secretariat, Chandigarh, for necessary action.


Under Secretary General Administration,
for Chief Secretary to Government Haryana.

Annexure-I

Sr. No.	Description	Time Line
(i)	To identify, finalise and fill in the particulars in the portal, it will be mandatory to fill in the following details :- • Sanction/filled/vacancy position with reference to each post as per department record. • Highlight the status of each cadre with reference to Online Transfer Policy. • Remarks for covering or not covering a cadre under Online Transfer Policy. In case, any cadre is not covered under Online Transfer Policy, the reasons for same shall be approved by the Head of Department concerned. • A cadre that has already been made online shall be marked as such. In such a case, the department shall list the details of the drives undertaken so far. • The department shall get the details of the concerned Administrative Secretaries issued from NIC.	2nd August, 2021 to 17th August 2021
(ii)	The proposals filled in by the department shall be decided by the concerned Administrative Secretaries within next five (5) day period.	18th August to 25th August, 2021
(iii)	A final list of cadres that are to be made Online shall be displayed on the portal.	27th August, 2021
(iv)	The departments shall get the Online Transfer Policy for respective cadres approved with 15 days	27th August, 2021 to 15th September, 2021.

Annexure-II

LIST OF DEPARTMENTS OF HARYANA

SN	Name of Department	Board/Corporation	Date of Training
1	Advocate General, Haryana	Saket Council	27 th July, 2021
2	Agriculture Department, Haryana.	C.C.S. Haryana Agricultural University, Hisar HAIC Agro Industries corporation Limited Haryana Agro Industries Corporation Limited Haryana Land Reclamation & Development Corporation Limited Haryana Seeds Certification Agency (HSCA) Haryana Seeds Development Corporation Limited Haryana State Agricultural Marketing Board Haryana State Agriculture Marketing Board Panchkula Haryana State Warehousing Corporation Kisan Ayog	27 th July, 2021
3	Animal Husbandry & Dairying Department, Haryana	Gau Sewa Aayog Livestock Dev. Board	27 th July, 2021
4	Archaeology & Museums Department, Haryana		27 th July, 2021
5	Architecture Department, Haryana		27 th July, 2021
6	Archives Department, Haryana		27 th July, 2021
7	AYUSH Department, Haryana	Council of Homoeopathic System of Medicine Council of Indian Medicine	27 th July, 2021
8	Census Operations, Haryana		27 th July, 2021
9	Chief Electrical Inspector, Haryana		27 th July, 2021
10	Civil Aviation Department, Haryana.		27 th July, 2021
11	Cooperative Societies, Haryana.		27 th July, 2021
12	Development & Panchayats Department, Haryana		27 th July, 2021
13	Economic & Statistical Analysis, Haryana.		27 th July, 2021

14	Elections Department, Haryana		27th July, 2021
15	Electronics and Information Technology, Haryana	Gurgoan Technology Park Limited HARTRON Haryana Knowledge Corporation Limited	27th July, 2021
16	Elementary Education Department, Haryana		27th July, 2021
17	Employees State Insurance Health Care, Haryana		27th July, 2021
18	Employment Department, Haryana.	HOPAS	27th July, 2021
19	Environment Department, Haryana	Pollution Control Board	27th July, 2021
20	Excise & Taxation Department, Haryana	Tax Tribunal	27th July, 2021
21	Financial Commissioner's Office, Haryana, Revenue and Disaster Management Department.	Bureau of Public Enterprises Haryana Finance Commission HLRDC Land Use Board Mewat Dev. Agency Shivalik Dev. Board	28th July, 2021
22	Fire Services Haryana		28th July, 2021
23	Fisheries Department, Haryana		28th July, 2021
24	Food & Supplies Department, Haryana.	Haryana State Federation of Consumers Cooperative Wholesale Stores Limited (CONFED)	28th July, 2021
25	Food and Drugs Administration, Haryana		28th July, 2021
27	Forest Department, Haryana	Haryana Forest Development Corporation Limited	28th July, 2021
28	Haryana Civil Secretariat	Claim Commissioner(Mirchpur & Jaat Aarakshan) Human Rights Commission Personal Dept Right to Service Commission Swatantrata Sainani Samman Samiti	28th July, 2021
29	Haryana Police.	State police Complaint Authority	28th July, 2021
30	Haryana State Lotteries Department.		28th July, 2021

31	Health Services, Haryana	Haryana State AIDS Control Society National Health Mission Nurses Registration Council State Dental Council Blindness Control Society	28th July, 2021
32	Higher Education Department, Haryana	Bhagat Phool Singh Mahila Vishwavidyalaya, Sonapat Khanpur Kalan Central University, Mahendragarh Chaudhary Bansilal University, Bhiwani Chaudhary Devi Lal University, Sirsa Chaudhary Ranbir Singh University, Jind Deen Bandhu Chootu Ram University of Science & Technology, Murthal Guru Jambheshwar University of Science & Technology, Hisar Indira Gandhi University, Meerpur, Rewari Kurukshetra University, Kurukshetra Lala Lajpat Rai University (LUVAS), Hisar Maharishi Dayanand University, Rohtak Pandit Bhagwat Dayal Sharma Post Graduate Institute of Medical Sciences, Rohtak School Shiksha Pariyojna Parishad	28th July, 2021
33	Home Guards, & Director, Civil Defence, Haryana.	Haryana Police Housing Corporation Limited	28th July, 2021
34	Horticulture Department, Haryana.		28th July, 2021
35	Hospitality Departments, Haryana.		28th July, 2021
36	Housing	Housing Board Haryana	28th July, 2021
37	Industrial Training & Vocational Education Department, Haryana.		28th July, 2021
38	Industries & Commerce Department, Haryana.	Haryana Financial Corporation Limited Haryana Khadi & Village Industry Board (HKVIB) Haryana State Industrial Dev. Corp. Ch. Devi Lal Cooperative Sugar Mills Ltd., Gohana Federation of Coop. Sugar Mills Ltd. Haryana Dairy Development Cooperative Federation Limited Haryana State Cooperative Agriculture & Rural Development Bank Limited Haryana State Cooperative Apex Bank Limited Haryana State Cooperative Development Federation Limited (HARCOFED) Haryana State Cooperative Housing Federation Limited Haryana State Cooperative Labour &	28th July, 2021

		Construction Federation Limited Haryana State Cooperative Supply & Marketing Federation Limited (HAFED) Haryana State Federation of Cooperative Sugar Mills Limited The Haryana Cooperative Sugar Mills Ltd., Rohtak The Jind Cooperative Sugar Mills Ltd., Jind. The Kaithal Cooperative Sugar Mills Ltd., Kaithal The Karnal Cooperative Sugar Mills Ltd., Karnal The Meham Cooperative Sugar Mills Ltd., Meham. The Palwal Cooperative Sugar Mills Ltd., Palwal. The Panipat Cooperative Sugar Mills Ltd., Panipat The Shahabad Cooperative Sugar Mills Ltd., Shahabad The Sonipat Cooperative Sugar Mills Ltd., Sonipat Miti Kalan Board	
39	Information, Public Relations & Cultural Affairs Department, Haryana.	Sanskrit Academy Sarasvati Heritage Development Board Shri Mata Mansa Devi Shrine Board Kala Parishad Kala Parishad, KKR History & Culture Academy Granth Academy Haryana Punjabi Sahitya Academy Haryana Sahitya Academy Haryana Urdu Academy SAMVAD	28th July, 2021
40	Institutional Finance & Credit Control, Haryana		28th July, 2021
41	Institutional Finance and Credit Control		29th July, 2021
42	Irrigation and Water Resources Department, Haryana.	Command Area Development Authority	29th July, 2021
43	Labour Department, Haryana	Labour Welfare Board	29th July, 2021
44	Land Records and Consolidation, Haryana,		29th July, 2021
45	Law & Legislative Department, Haryana		29th July, 2021
46	Local Audit Department, Haryana.		29th July, 2021
48	Medical Education and		29th July,

	Research Department, Haryana.		2021
49	Mines & Geology Department, Haryana.		29th July, 2021
50	Panchayati Raj, Haryana		29th July, 2021
51	Power	Dakshin Haryana Bijli Vitran Nigam Limited Electricity Regulatory Commission(HERC) HAREDA Haryana Power Generation Corporation Limited Haryana Vidyut Prasaran Nigam Limited Uttar Haryana Bijli Vitran Nigam Limited	29th July, 2021
52	Printing & Stationery Department, Haryana.		29th July, 2021
53	Prisons Haryana		29th July, 2021
54	Prosecution Department, Haryana.		29th July, 2021
55	Public Health Engineering Department, Haryana		29th July, 2021
56	Public Works Department (Buildings & Roads), Haryana.	Haryana Building & other Construction Workers Welfare Board Haryana State Roads & Bridges Development Corporation Limited	29th July, 2021
57	Renewable Energy Department, Haryana.	Haryana Renewable Energy Development Agency (HAREDA)	29th July, 2021
58	Rural Development Department.	Social Audit Unit Haryana Rural Development Fund Administration Board (HRDFA)	29th July, 2021
59	Sainik and Ardh Sainik Welfare Department	Rajya Sainik Board	29th July, 2021
60	Science & Technology Department, Haryana.	Haryana Space Applications Centre Haryana State Council for Science and Technology.	29th July, 2021
61	Secondary Education Department, Haryana.	Haryana Board of School Education	30th July, 2021
62	Small Savings Department, Haryana.		30th July, 2021
63	Social Justice &	Social Welfare Board Wel. Socy. for person with Speech &	30th July, 2021

	Empowerment.	Hearing Impairment	
64	Sports and Youth Affairs, Haryana.		30th July, 2021
65	State Transport Department, Haryana		30th July, 2021
66	State Vigilance Bureau, Haryana, Panchkula.		30th July, 2021
67	Supplies & Disposals, Haryana		30th July, 2021
68	Technical Education Department, Haryana	Government Polytechnic Societies Haryana State Board of Technical Education (HSBTE) Panchkula State Technical Education Society YMCA Technical University	30th July, 2021
69	Tourism Department, Haryana.	Haryana Tourism Corporation Limited Institute of Hotel Managements Faridabad, Haryana Institute of Hotel Managements in Haryana Institute of Hotel Managements Kurukshetra, Haryana Institute of Hotel Managements Panipat, Haryana Institute of Hotel Managements Rohtak, Haryana Institute of Hotel Managements Yamunanagar, Haryana	30th July, 2021
70	Town & Country Planning Department, Haryana	Gurugram Metropolitan Development Authority Haryana Real Estate Regulatory Authority Haryana Urban Development Authority (HUDA) State Urban Development Authority Trade Fair Authority, Haryana	30th July, 2021
71	Transport Department, Haryana	Haryana Mass Rapid Transport Corporation Ltd. (HMRTC). Haryana Roadways Engineering Corporation Limited	30th July, 2021
72	Treasuries and Accounts Department, Haryana		30th July, 2021
73	Urban Estates Department, Haryana		30th July, 2021
74	Urban Local Bodies Department, Haryana.	Kurukshetra Development Board Urban Infrastructure Dev. Board Municipal Corporation Karnal Municipal Corporation Sonipat	30th July, 2021
75	Welfare of Schedule	Haryana Backward Classes & Economically	30th July, 2021

	Castes & Backward Classes Department, Haryana	Weaker Sections Kalyan Nigam Limited Haryana Scheduled Castes Finance & Development Corporation Limited	
76	Women & Child Development Department, Haryana.	Commission For Women District Information Technology Society Haryana Women Development Corporation Limited	30th July, 2021
77	Any other Department not listed above, if any	Bharat Scouts and Guides Bhartiya Grameen Mahila Sangh Council for Child Welfare Hind Kusht Nivaran Sangh, Haryana Indian Red Cross Society Slum Clearance Board Wakf Board	30th July, 2021