

**No. 42/19/2020-2GS-I  
Haryana Government  
General Administration Department  
(General Services-I Br.)**

**Dated: Chandigarh, the 13<sup>th</sup> October, 2020**

To

1. All the Administrative Secretaries to Government Haryana
2. All the Heads of Departments,
3. All the Managing Directors/Chief Executive Officers of Boards/Corporations in Haryana.
4. All the Divisional Commissioners in Haryana.
5. All the Deputy Commissioners in Haryana.

**Subject: Extension in validity of original list as well as waiting list of Steno-typists and Stenographers (Category 1 to 8) against Advt. No.12/2015.**

**Sir/Madam,**

I am directed to invite your attention on the subject cited above and to say that the process of allocation of departments and joining of candidates in respect of Steno-typists/Stenographers (Category 1 to 8) against Advt. No.12/2015 could not be finalized due to COVID-19. Meanwhile, the validity of original list of the following categories of Steno-typist/Stenographer against Advt. No. 12/2015 has already expired or is due to expire in near future:-

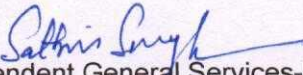
<b>Advt. No</b>	<b>Category</b>	<b>Post Code</b>	<b>Result date</b>	<b>Recommendation date</b>
12/2015	1	Steno-Typist (English)	20/09/2019	31/10/2019
12/2015	2	Steno-Typist (Hindi)	19/09/2019	04/11/2019
12/2015	3	Steno-Typist (Both Language)	18/09/2019	08/11/2019
12/2015	4	Junior Scale Stenographer (Eng)	17/09/2019	18/09/2019
12/2015	5	Junior Scale Stenographer (Hindi)	17/09/2019	18/09/2019
12/2015	6	Junior Scale Stenographer (Both Languages)	10/09/2019	11/09/2019
12/2015	7	Senior Scale Stenographer (English)	27/08/2019	31/08/2019
12/2015	8	Senior Scale Stenographer (Both Languages)	22/08/2019	31/08/2019

2. In view of administrative exigencies and difficulties due to COVID-19, it has become evident that waiting list could not be operated in respect of some of the categories and deserving candidates could not be adjusted from the waiting list. In public interest it has been decided to extend the validity of original list as well as waiting list in respect of all the categories relating to Advt. No. 12/2015 till the 30<sup>th</sup> of November 2020.

3. As soon as candidates are recommended by HSSC from the waiting list, the concerned departments shall issue offer of appointment with the direction to join within 15 days of

issue of the appointment letter. The concerned departments shall also make sincere efforts to contact the candidates personally through telephone/ call-centre and motivate them to join within 15 days. The process of joining of candidates in the waiting lists should be completed by 30.11.2020 positively.

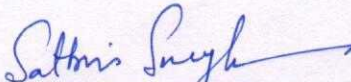
Yours faithfully,

  
Superintendent General Services-I,  
for Chief Secretary to Govt. of Haryana

**Endst. No. 42/11/2018-2GS-I**

**Dated Chandigarh, the 13<sup>th</sup> October, 2020**

A copy of the above is forwarded to the Secretary, Haryana Staff Selection Commission with the direction to recommend the category-wise candidates from the waiting lists immediately in accordance with the information made available by the Departments/Boards/Corporations regarding posts of Steno-typists/Stenographers pertaining to Adv. No. 12/2015 which are lying vacant due to resignation or not joining by the candidates already recommended by HSSC against these posts.

  
Superintendent General Services-I  
for Chief Secretary to Govt. of Haryana