

No. 45/15/2004-1GS-II
HARYANA GOVERNMENT
GENERAL ADMINISTRATION DEPARTMENT

Dated Chandigarh, the 18th November, 2020

To

1. All the Administrative Secretaries to Government, Haryana.
2. All Heads of Departments in the State of Haryana.
3. All the Managing Directors/Chief Administrators of Boards/Corporations/
Public Sector Undertakings in Haryana.
4. The Registrar General of Punjab and Haryana High Court, Chandigarh.
5. All the Divisional in the State of Haryana.
6. All the Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana
7. The Registrars of all the Universities of the State of Haryana.

Subject: Transfer order other than of HRMS will not be valid.

Sir/Madam

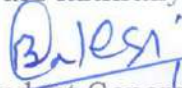
I am directed to invite your attention on the subject cited above and to say that Government has decided that transfer orders (including temporary transfer) of a Government employee of any Department/Board/ Corporation/University etc. (other than of AIS/HCS officers) within the same or different station or from one Department/office to another issued by the competent authority shall not be valid, if the same have not been issued through HRMS software. In case of non-compliance of these orders, the officer/official will be charge sheeted under Rule 7 of HCS (Punishment & Appeal) Rules, 2016 or any other relevant rules applicable to him.

2. All the officials/officers who are transferred from one station to another or from one office to another are hereby informed that they will not join at the new station/office without transfer order being issued on HRMS software by the competent authority. They are also directed that they will submit their joining report/relinquishing report online only otherwise the same will not be accepted and no salary will be admissible at the new station/office.

3. All the Administrative Secretaries/Heads of Departments are also directed that the issuance of relieving order and acceptance of joining order shall also be made online only.

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

Yours faithfully


18-11-2020
Superintendent General Services-II
for Chief Secretary to Government Haryana