

E-Mail/Regd./Urgent

From

Director Higher Education, Haryana,
Shiksha Sadan, Sector-5, Panchkula.

To

1. **DDO/Controlling Authority, District Library, Hisar-Cum-Principal, Govt. College, Hisar.**
2. **DDO/Controlling Authority, District Library, Panipat-Cum-Principal, Govt. College, Panipat.**
3. **DDO/Controlling Authority, District Library, Jind-Cum-Principal, Govt. College, Jind.**
4. **DDO/Controlling Authority, District Library, Rohtak-Cum-Principal, Govt. College for Women, Rohtak.**
5. **DDO/Controlling Authority, District Library, Sonapat.**
6. **DDO/Controlling Authority, District Library, Bhiwani-Cum-Principal, Govt. College, Bhiwani.**
7. **DDO/Controlling Authority, District Library, Narnaul-Cum-Principal, Govt. College, Narnaul.**

Memo No : KW 18/3-2019 Lib (2)

Dated, Panchkula, the 20-08-19

Subject:- Appointment on the post of Peon (Group D) recommendations received from HSSC against Advt No. 4/2018, Cat. No. 1.

Kindly refer to the subject cited above.

The list of selected candidates which is to be given appointment on the post of Peon. (Group D) in the respective District Library has been received from the Secretary, Haryana Staff Selection Commission, Panchkula. As per service rules the appointing authority of Peon (Group D) is **Principal of concerned Govt. College**. Hence you are requested to issue appointment letters to the selected candidates (As per the list attached). Further it is specifically mention here that before issuance of Appointment Letter following points may be considered:-

1. The draft of /model appointment letter is sent herewith. Please issue appointment letter as per this model letter.

2. As per service rules the academic qualifications and experience, if any for direct recruitment to the post of Peon Group D) is as under:-

- (i) Matriculation from recognized Board.
- (ii) Hindi/Sanskrit upto matriculation, as one of the subject.

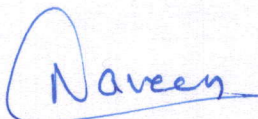
The original certificates of above essential qualification may be checked and verified before issuance of appointment letter and a copy of these documents may be kept in the record. In case of reserve category, the original certificate of that category may be checked and verified and eligibility on the post of candidate may also be checked and verified before issuance of appointment letter and a copy of these documents may also be kept in the record.

3. The application form with all the enclosures which was filled by the candidate to the HSSC may also be downloaded from the website of Higher Education Department.
4. The eligibility of ESP Candidate may be checked and verified as per Chief Secretary to Govt. Haryana instructions No.22/10/2013-I GS-III dated 06.04.2018. In case of Ex-serviceman/Dependent Ex-serviceman and eligibility certificate issued from concerned Zila Sainik Board may be checked and verified.
5. You have to update the status of joining of candidate in a Tracker through the Web Link that have been provided at: <http://goo.gl/JM7nTB>.
6. Principals are directed to strictly follow the instructions issued vide letter No. 42/2/2019&4GSI dated 22-01-2019 and No. HSSC/ Confd./ Recomm/ 2019/1111 dated 21-01-2019 by Chief Secretary, Haryana, Chandigarh and Haryana staff selection, commission, Panchkula (Enclosed).

Further, hard copy of joining report may be sent to the Directorate immediately.

The above directions may strictly be followed.

DA/As Above


Assistant Director Library
For Director Higher Education,
Haryana, Panchkula

Sr. No.	Roll No.	Category	D.O.B.	C_Name	F_Name	Gender	Address	Proposed Place of Posting against Vacancy
1	4182467543	General	4/6/1989	Jagat Singh	Bharpoor Singh	M	Main Gali, Kalwan, Tehsil Narwana, Distt. Jind	District Library, Hissar ✓
2	4181829378	General	2-08-1997	Sanjeet Kumar Yadav	Ram Kishore Yadav	M	Vill-Hanuman Nagar, P.O. Dhabahi, PS-Phulparas City: Madhubani, Tehsil Phulparas, Distt. Madhubani, Pin 847108, State Bihar	District Library, Panipat ✓
3	4182714225	VH	5/30/1986	Rohtash	Baljit Singh	M	Govt. Middle School City: Dharamgarh, Tehsil: Safidon, Distt. Jind, Pin 126112 State –Haryana	District Library, Jind ✓
4	4182693621	ESM GEN	4/5/1982	Dinesh	Ram Kishan	M	Dinesh S/o Ram Kishan City: VPO Kharkara, Tehsil: Meham, Distt. Rohtak, Pin-124111 State Haryana	District Libray, Rohtak ✓
5	4182193272	ESP GEN	5/20/2000	Sumit Kumar	Balram	M	VPO Kansale, Distt. Rohtak	District Library, Sonapat ✓
6	4181672151	ESP GEN	8/6/1995	Ashish	Kuldeep Singh	M	VPO Makrana City : Makrana, Tehsil: Charkhi Dadri, Distt. Bhiwani, Pin-127022 State Harvana	District Library, Bhiwani ✓
7	4182433829	ESM GEN	2/8/1981	Ramphal	Munish Ram	M	VPO Manheru City: Manheru, Tehsil- Bhiwani, Distt. Bhiwani, Pin-127309 State- Haryana	District Library, Narnaul ✓

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From

Principal
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To

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Memo No.

Dated:

Subject: Appointment to the post of Peon (Group-D).

On the recommendation of the Haryana Staff Selection Commission vide letter No. HSSC/Confid./Recomn/2019/1111 dated 21.01.2019 you are hereby appointed as PEON in the Schedule-I, Pay Matrix Level-DL in Haryana Civil Services (Revised Pay) Rules, 2016 on purely temporary/provisional basis. You will submit your joining report to the undersigned on the terms and conditions given below:-

Terms & Conditions:

1. You are appointed purely on temporary/provisional basis.
2. This appointment is against temporary post and your confirmation against substantive post shall be considered on the basis of your seniority and record of service as and when such post will available.
3. If at any stage you desire to resign, you will be required to give one month advance notice or deposit forfeit in lieu thereof salary including allowances for one month or for the period by which the notice falls short of one month. The Directorate will give such a notice to you also in case it is proposed to terminate your services for the reason other than that mentioned in Clause-I above.
4. You will remain on probation for a period of two years from the date of joining in the Department which may further be extended for a period of one year. In case your work and conduct is not found satisfactory during the period of probation, your services are liable to be terminated forthwith without assigning any reason.
5. It is also made clear that your character and antecedents has not been verified by the Department in term of Govt. instructions issued vide letter No. 52/18/2018-3GS-III dated 21.05.2019. In case any adverse facts come to the notice of the State Government regarding your character and antecedents, your services are liable to be terminated immediately without any notice and without prejudice to such further action as may be taken under provision of the Indian Penal Code for production of false certificates/information.
6. You will be required to take the prescribed oath of allegiance to the Constitution of India.
7. In case you are married, you will have to furnish a declaration to the effect that you are not having more than one living spouse.
8. In case you are married, you will have to furnished a declaration to the Head of the Department that you have not taken any dowry after marriage. The declaration should be signed by your wife, father and father-in-law, as per Chief Secretary to Govt. Haryana letter No. 18/1/2004-2GSI dated 21.02.2006.
9. You should submit the medical certificate of fitness from the Concerned Chief Medical Officer before joining.
10. If you have not been vaccinated within the last twelve months, you should get your self vaccinated before joining the duty.
11. Your appointment is subject to final verification of your education qualification and other eligibility conditions.
12. At any stage, if the certificates produced by you are found to be bogus or defective, your services shall be terminated. Notwithstanding anything contained in this appointment letter, your appointment is subject to condition that if you are found unfit/unsuitable for appointment to Government Service on the basis of medical report or on the basis of character and antecedents verification or otherwise your services shall be terminated forthwith without prejudice to any other terms and conditions.
13. You will not under-take higher studies of any kind without prior permission of the competent authority. Consequently, no leave of any kind will be granted for pursue higher studies.
14. You will be required to produce the original certificates of academic qualifications, experience/age and caste/category, as claimed by you in the application form and other before joining duties.
15. No TA/DA and joining time will be allowed to you for joining the post.
16. Your seniority will be fixed in accordance with Departmental Rules.
17. You will be covered by the "NEW DEFINED CONTRIBUTION PENSION SCHEME" as per FD notification dated 28.10.2005.

18. The appointment is subject to the final outcome of CWP No.37683/2018, 30376/2018, 23769/2018, 31085/2018, 32246/2018, 24327/2018, 26801/2018, 26478/2018, 37683/2018, 22969/2018 and any other writ petitions, might have been filed and are pending in any court or may be subsequently filed in the Hon'ble High Court.

Note: The appointee would not be entitled to any claim/benefit because of anything essential regarding rules & regulations left to be quoted in this letter or any clerical mistake/error.

Principal
Govt. College

Endst. No.: Even

Dated, Panchkula the

A copy of the above is forwarded to the following for information & necessary action:-

1. The Principal Accountant General (A&E) & (Audit), Haryana, Chandigarh.
2. Principal Govt. College concerned.....
3. Secretary, Haryana Staff Selection Commission, Sector-2, Panchkula in reference to their letter No. HSSC/Confid./Recomm./2019/1111 dated 21.01.2019.
4. Concerned Chief Medical Officer, it is requested that the above named candidate may be examined as and when he/she report for the purpose and the Medical Certificate of Health for first entry into Government Service be issued for further action to this office.
PS/ACSHE/DHE, Senior Scale Stenographer to Joint Dir. Admn.
5. Superintendent Accounts Branch (Local).
6. A copy for uploading the same on HRMS/Web Portal.

Principal
Govt. College