CHARGE REPORT

I, Satish Kumar Singla, HCS, have assumed the charge of the post of Joint Director (Admn.) Higher Education, Haryana and Deputy Secretary to Govt. Haryana, Higher Education Department, in addition to my present duties today i.e. 01.3.2016 (F/N) in compliance of Chief Secretary to Govt. of Haryana order No. 1/33/2016-1SII dated 26.02.2016.

> (Satish Kumar Singla, HCS) Joint Director Administration & Deputy Secretary to Govt. Haryana, Higher Education Department

OFFICE OF DIRECTOR HIGHER EDUCATION, HARYANA, PANCHKULA

Endst. No. 15/1-2013 Ad (1)

Dated, Panchkula, the 01.3.2016

action:-

- 1. Chief Secretary to Govt. Haryana.
- Additional Chief Secretary to Govt. Haryana, Higher Education
 Department, Chandigarh.

A copy is forwarded to the following for information and necessary

- 3. Transport Commissioner Haryana, Chandigarh.
- 4. Accountant General (A&E), Haryana, Chandigarh.
- 5. Sr. Secy./Education Minister.
- 6. Registrar K.U.K., M.D.U., Rohtak, Ch. D.L.U., Sirsa, B.P.S.M.V., Khanpur Kalan (Sonipat).
- 7. All the Principals of Govt./Non Govt. Colleges in the State.
- 8. All Commanding officers of NCC Units in the State.
- 9. All the Librarians of Distt./Sub. Div. Libraries in the State of Haryana/Librarian, Central State Library, Ambala Cantt.
- 10. All H.Q. Officers & Head of Branches.
- 11. Treasury officer, Panchkula, Haryana.
- 12. PS/D.H.E.
- 13. Steno to Joint Dir. Admn./Assistant Director Admn./R.E.

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DDCe IT Incharge

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Superintendent Administration, for Director Higher Education Haryana, Panchkula