

Registered Post/E-mail.

From

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

To

The Principals and DDOs of

1. District Library, Panipat.
2. Government College for Women Badhra
3. Government College for women Faridabad
4. Government College Jatauli Haily Mandi.
5. Government Girls College, Sec-14, Gurugram
6. Government Girls College, Sec-52, Gurugram.
7. Government College, Agroha.
8. Government College, Hisar.
9. Government College Nalwa.
10. Government College for Women, Hisar.
11. Government College Dujana.
12. Government Girls College, Safidon.
13. Government College Safidon.
14. Government College Kaithal.
15. Government College Taraori.
16. Government College for Women, Ateli.
17. Government College for Women, Nangal Chaudhary.
18. Government College Nagina (Nuh).
19. Government College Kalka.

Memo No: 5/4-2024 Lib(2)

Dated Panchkula, the 13-05-2025

**Subject : Regarding granting benefit of Haryana Contractual Employees (Security of Service) Act, 2024 amendment Act, 2025**

\*\*\*\*\*

Kindly refer to this office memo No. 5/4-2024 Lib(2) dated 11.02.2025 on the subject cited above.

In this regard, it is intimated that information provided by your good offices on the subject noted above is not found in order. Therefore, you are again requested to provide the information of contractual employees working with your respected institutions (**only Library Cadre**) who covered under Haryana Contractual Employees (Security and Service) Act, 2024 and Haryana Contractual Employees (Security and Service) Amendment, 2025 along with the report of committee constituted in your respective institution **strictly as per example Performa enclosed** through email [hechrylibraries@gmail.com](mailto:hechrylibraries@gmail.com) and by post at the earliest, please.

The concerned Principal/DDO will be responsible for any litigation, if arise later due to not providing the subject cited details.

Enclosed : Example Performa

AM 13/5/25  
Deputy Superintendent Library  
for Director Higher Education,  
Haryana, Panchkula

✓ CC : IT Cell to upload in the portal, please.

Example Performa

An employee X joined initially as Junior Librarian on contract bases on 12.08.2018.

Sr. No.	Family ID No.	HKRNL ID No.	Name of Employee	Father/Husband Name	Date of Birth	Current Designation	Working under Part-I/Part-II/ HKRNL	Initial date of joining	Year wise detail of experience		No of days for which remuneration received	Details of GAP period, if any	Total experience upto 15.08.2024	Signature of candidate	Remarks
1	Aaa	Bbb	X	Y	Aabbcccc	Junior Librarian	HKRNL	12.08.2018	12.08.2018	11.08.2019	340	25 days	1 st year		Eligible
									12.08.2019	11.08.2020	300	66 days	2 <sup>nd</sup> year		
									12.08.2020	11.08.2021	365	Nil	3 <sup>rd</sup> year		
									12.08.2021	11.08.2022	365	Nil	4 <sup>th</sup> year		
									12.08.2022	11.08.2023	365	Nil	5 <sup>th</sup> year		
									12.08.2023	11.08.2024	366	Nil	6 <sup>th</sup> year		

**Certificate :** It is certified that the above mentioned details of the contractual employees has been checked and verified from the original record and the candidates mentioned above are found eligible as per term and condition of Haryana Contractual employees (Security of Service) Act, 2024 and Haryana Contractual employees (Security of Service) Amendment Ordinance , 2025.

(Signature of Committee members with name, date and stamp.)