

**OFFICE OF DIRECTOR GENERAL HIGHER EDUCATION, HARYANA, PANCHKULA**  
**ORDER**

No. 9/02-2024 NCC(3)

Dated, Panchkula, the 05.06.2025

On the recommendations of the Haryana Staff Selection Commission vide Advt No. 01/2023 the following candidates are hereby posted in the Haryana Education Department, Common Cadre of Group-D posts. They are posted in the NCC Units in Haryana mentioned below against their name:-

| Sr. No. | Application No | Category | Name of Post | Name & Address of the candidate Sh./Smt./Ms.                                                                     | Place of Posting               |
|---------|----------------|----------|--------------|------------------------------------------------------------------------------------------------------------------|--------------------------------|
| 1       | 1144619        | General  | Peon         | Shilpa. House No. 638/Street No. 03/I and Mark-Prem Nagar: Narwana/Pin Cod-126116 Distt-Jind Mob. No. 7082876471 | 15 Haryana Battalion NCC, Jind |

**TERMS & CONDITIONS:-**

1. Their services will be governed by the Haryana Group D Employees (Recruitment and Conditions of Service) Act, 2018.
2. If at any stage, they desire to resign their post, they will be required to give one month's notice or forfeit in lieu thereof their salary including allowances for one month or for the period by which the notice falls short of one month. The department will give such a notice to them also as per rules, in case, it is proposed to terminate their services.
3. If they have not been vaccinated within last twelve months, it should be done immediately after reporting for duty.
4. They shall be required to take the prescribed oath of allegiance of the Constitution of India.
5. They shall be on probation for a period of two years, which may further be extended for a period of one year. In case, the work or conduct is not found satisfactory during the period of probation, their services are liable to be terminated forthwith without assigning any reason.
6. No TA/ DA shall be admissible for joining this post.
7. As their character and antecedents have not been got verified in terms of Government instructions issued vide Memo No 52/06/2018-2HR-III dated 05 February 2024, therefore, it is made clear to you that in case subsequently any adverse facts come to the notice of the State Government regarding your character and antecedents, their service shall be liable to be terminated without giving any notice.
8. This offer of posting is further subject to your submission of medical fitness certificate from Civil Surgeon CMO of your respective districts.
9. Their services can be utilized anywhere in the State.
10. They shall not undertake any kind of higher studies without obtaining prior permission. Consequently, any kind of leave will not be granted for pursuing higher studies.
11. They shall be required to produce the original Educational, Caste and Date of Birth and other relevant certificates to the Head of Office/ NCC units concerned for verification.
12. They shall not be permitted to apply for the post outside of the Department before completing five years of service.
13. Their services shall be governed by New Pension Scheme, 2006.
14. After joining, they are required to submit four copies of character & antecedent specimen of verification forms duly filled in within a month positively. Character & antecedents verification form is available in the office of concerned NCC Units.
15. That in case any candidate furnishes his/her claim of being higher in merit than the recommended candidates, in that event, the junior most recommended candidates in the respective category will be ousted from the said list. Their seniority inter-se with other candidate recommended by the Haryana Staff Selection Commission will be fixed later on.
16. This appointment is subject to the condition(s) that if they are found unfit / unsuitable for appointment to Govt. service on the basis of Medical Report or on the basis of character & antecedent verification or getting entry into service by means of take educational, caste certificates. Their services shall be terminated forthwith without prejudice to other terms and conditions
17. They must submit a declaration in writing that there is no previous occasion in which they dismissed from service under any Department of Government or convicted by a Court of Law or that no case is pending against them in any Court of Law.
18. This appointment is subject to any writ petition pending in the Hon'ble Punjab and Haryana High Court or any other court of law.

If the above terms and conditions are acceptable to them, they may submit their joining report to concerned Group Commander/Commanding Officer at the given place within one month

from the date of receipt of this posting letter, failing which the post will be offered to other candidate without giving any further notice to them in this behalf. No extension in joining time will be allowed.


**S. NARAYANAN, I.F.S**  
**Director General Higher Education,**  
**Haryana, Panchkula**

Endst. No. Even

Dated Panchkula, the 16.06.2025

A copy is forwarded to the following for information and necessary action:-

1. Chief Secretary, Govt. of Haryana for information.
2. The concerned Group Commander/Commanding Officer with request to examine all relevant documents of the concerned before joining the service. The documents pertaining to qualifications, age and caste/ category as claimed by candidate(s) are to be got checked verified before joining for duty. Joining Report(s) are to be got checked verified before joining for duty. Joining Report(s) may please be sent to this office. Medical Report, Oath of allegiance and one wife living affidavit be also sent to this office.
3. All Group Head Quarters.
4. Accountant General (A& E), Haryana Chandigarh.
5. The Human Resource Department, O/o Chief Secretary Haryana
6. Additional Director General, NCC Haryana, Punjab, Himachal Pradesh, Chandigarh Admn. Chandigarh, Kendriya Sadan, Sector 9-A, Chandigarh.
7. Superintendent, IT Cell, Higher Education Department, Panchkula, Haryana
8. Superintendent, Coordination Branch, Higher Education Department, Panchkula, Haryana
9. Superintendent, HRMS, Higher Education Department, Panchkula, Haryana
10. Copy placed in the personal file of the officials.

  
Joint Director-NCC,  
for Director General Higher Education,  
Haryana, Panchkula