

From

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

To

Sr. No.	Name & Address of the Candidate Sarv Sh. / Smt. / Ms.	Roll Number	Category DOB
1.	Sushil Vashist S/o Naresh Chander, Near Gummane Wala Aada, VPO Rithal Narwal, Tehsil & Distt. Rohtak	9990503595	Gen 20.04.1995
2.	Manjit S/o Naresh Kumar, VPO Bamla, Tehsil & Distt. Bhiwani	9991479078	BCA 20.01.1990
3.	Sant Lal S/o Rajender Singh, Vill. Nakipur, Tehsil Loharu, Distt. Bhiwani	9991008178	BCA 07.06.1992
4.	Naveen Kumar S/o Telu Ram, VPO Shikarpur, Teh. & Distt. Hisar	9990408339	BCA 30.07.1995
5.	Monika D/o Sh. Sunil Dutt, House No. 125, Village Surjan Niwas, P.O. Dewas City & Distt & Tehsil Mahendergarh-123029	9990548559	BCB 07.03.1995
6.	Kusum D/o Sh. Ram Chander, Village- Phoolgarh, P.O. & Teh. & City Pehwa, Distt Kurukshetra-136128	9991159131	SC 17.02.1990
7.	Tushank Kataria S/o Sh. Ashok Kumar, House No. 40P and T Colony, Ambala Cantt. City & Teh.& Distt Ambala-133001	9990392741	SC 16.12.1998
8.	Suman D/o Sh. Mahavir, Vivek Nagar, Gali No. 3, Rohtak Road, City & Teh. Charkhidri, Distt. Bhiwani-127306	9990315655	SC 05.10.1983
9.	Surender Kumar S/o Bag Ram, H.No. 195, Khasa Mahajan, Teshil Adampur, Distt. Hisar	9991384342	ESM GEN Ex-servicemen self 01.02.1984
10.	Pawan S/o Dharam Pal, VPO Manheru, Tehsil & Distt. Bhiwani	9990415304	ESM GEN Ex-servicemen self 02.11.1985
11.	Sunil Kumar S/o Gulab Singh, H.No. 507, Naraina, Tehsil Nilokheri, Distt. Karnal	9991398822	ESM BCA Ex-servicemen self 03.01.1985
12.	Jagroop Singh S/o Sh. Charan Singh, House No. 1 B, ASSA Singh Garden, Baldev Nagar, City & Teh. Ambala City, Distt. Ambala-134007	9990592226	ESM SC Ex-servicemen self 12.11.1982
13.	Mohit S/o Sh. Balwan, Bichla Pana, VPO Gangoli, Tehsil Safidon, Distt. Jind Pin 126113	9990141663	PWD-VH 11.11.1995
14.	Rimpy Rana D/o Sh. Dharamvir Singh Rana R/o H.No. 1220/15, Chand Nagar, Rohtak	9991239623	ESP General 14.07.1989
15.	Reena Sharma D/o Murlidhar Sharma, H. No. 29, VPO Ahrod, Tehsil- Dahina, District- Rewari Pin code 123102	9990712916	EWS 15.05.1995
16.	Rohit, S/o Sh. Ranveer Singh, House No. 908, City: Village Rithal Phougat (76) Tehsil and Distt. Rohtak -124303	9991355248	General 31.12.1995
17.	Alok S/o Sh. Virendra Singh VPO Badal, City Badal, Tehsil Charkhidri, Distt. Bhiwani 127026	9990780235	EWS 03.05.1995
18.	Mohit Dagar S/o Sh. Satish Dagar, House No. 1254, Vidya Nagar, Hanuman Mandi Marg, Meham Road, City & Teh.& Distt. Bhiwani-127021	9990243013	HH 09.12.1999

Memo No. 4/45-2020 Ad (4)

Dated, Panchkula, the 15.07.2022

**Subject:- Appointment letter to the post of Clerk against Advt. No. 05/2019 Cat. No. 1 in the Department of Higher Education, Haryana, Panchkula (H.Q.).**

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On the recommendations of Haryana Staff Selection Commission vide their letter no. HSSC/Confid/Recomn/2022/3356 dated 30.06.2022, you are hereby appointed as clerk on temporary/provisional basis in the office of Director Higher Education Haryana Panchkula w.e.f. the date you join duties in the grade pay Level-2 of Haryana Civil Services (Revised Pay)



Rules, 2016 (having initial 1<sup>st</sup> Cell of Rs.19,900)(Pre-revised PB-I, 5200-20200+1900 Grade Pay) and such allowances as admissible by the Haryana Government from time to time on the following terms and conditions:-

1. You are appointed purely on temporarily/provisional basis
2. Your 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 is available.
3. If at any stage, you desire to resign from your post, you will be required to give one month's notice or forfeit in lieu thereof your 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 reasons other than that mentioned in clause (1) above.
4. You will remain on probation for a period of two years from the date of joining in the department. The period of probation can be extended in accordance with the existing rules. For assessing your performance during the period of probation, your work and conduct will be taken into consideration.
5. You will be required to qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) with Typing speed of 30 words per minute in English and 25 words per minute in Hindi converted with equivalent key depressions in both cases as typing speed, would be tested on computers with in the probation period of two years, extendable by one year. You are not entitled to earn any increment in your pay scale till you qualifies the said test, failing which your services will be dispensed with.
6. It is also made clear here that character and antecedents of newly appointed candidates have not been verified by the department in terms of Government instruction issued vide No. 52/08/2022-GSIII dated 23.06.2022. In case, any adverse facts come to the notice of the State/ Department regarding your character and antecedents, your services are liable to be terminated without giving any notice.
7. You will be required to take the prescribed oath of allegiance to the Constitution of India.
8. In case you are married, you will produce the certificate that you are not having more than one living spouse.
9. In case you are married, you will have to furnish a declaration to the Head of Department that you have not taken any dowry at the time of marriage. The declaration should be signed by your wife, father and father in law, as per Chief Secretary, Haryana letter No. 18/1/2004-2GSI dated 21.02.2006.
10. If you are unmarried, you will have to take an oath of allegiance to the Constitution of India and affirm that you do not give or take or abet the giving or taking of dowry, or demand, directly or indirectly from the parents or guardians of the bride or bridegroom, as the case may be, any dowry, as per Chief Secretary, Haryana letter No. 18/1/2004-2GSI dated 21.02.2006.
11. This offer of appointment is further subject to your submission of medical fitness certificate from the concerned Chief Medical officer within 15 days from the date of appointment, failing which this appointment will stand cancelled.
12. If you have not been vaccinated within last twelve months, you should vaccinate before joining the duty.
13. Your appointment is subject to final verification of your educational qualification and other eligibility conditions.
14. At any stage if the certificates produced by you are found to be bogus or defective, your service 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 service shall be terminated forthwith without prejudice to any other terms and conditions.



15. You will not undertake higher studies of any kind without prior permission of the competent authority. Consequently, no leave of any kind will be granted for pursuing higher studies.
16. You will be required to produce the original educational documents pertaining to your qualification, experience, age and caste/ category, as claimed by you in the application form & others before joining your duties.
17. No TA/DA or joining time will be allowed to you for joining this post.
18. The appointment order is subject to the final outcome of CWP No. 127/2020,124/2020, 631/2020, 795/2020, 124/2020, 597/2020, 3883/2020, 738/2020 and 14017/2022 any other writ petition pending in the Hon'ble Punjab and Haryana High Court or any other Court of law.
19. Your services will be governed by Haryana Education Directorate (State Service Class-III) - Rules 1974 as amended from time to time.
20. Your seniority will be fixed in accordance with the Departmental Rules.
21. You will be governed by NEW PENSION RULES as notified vide No. 1/1/2004-1 Pension, dated 18.8.2008.

If the above terms and conditions are acceptable to you, you should report for duty within 15 days of the receipt of appointment order alongwith relevant documents stated above, failing which appointment order will be cancelled.

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


DEEPAK KUMAR  
Joint Director Administration  
O/o Director Higher Education  
Haryana, Panchkula.

Endst. No. Even

Dated, Panchkula, the 15/7/2022

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

1. Accountant General (A&E), Haryana, Chandigarh.
2. The Secretary, Haryana Staff Selection Commission, Panchkula w.r.t. his letter No. HSSC/Conf/Recomn /2022/3356 dated 30.06.2022.
3. Director General Health Services, Haryana, Panchkula.
4. C.M.O. concerned.
5. PS/ACSHE, PS/DHE, PA/JDC, Assistant Director Admn.
6. Superintendent, Administration. She is directed to allow the newly appointed candidate for joining after obtaining the medical fitness certificate by the CMO and also the documents pertaining to his/her qualification, experience, age and caste/category, as claimed by his/her in the application form.
7. Superintendent, Accounts (Local).
8. In-charge HRMS/ IT Cell.
9. Spare copies for personal files.

  
Superintendent Administration  
O/o Director Higher Education  
Haryana, Panchkula.