



Government of Haryana/हरियाणा सरकार  
Directorate of Food Civil Supplies & Consumer Affairs Deptt.  
खाद्य नागरिक आपूर्ति एवं उपभोक्ता मामले, निदेशालय

Regd. Post

To

Sh. Manoj Kumar S/o Sh. Ram Niwash  
VPO Mojana, Bhadra, City Mojana, Bhadra,  
Tehsil Bhadra, District Hanumangarh  
Pin-335501, State Rajasthan.  
Phone No:- (9694902000 & 01662-260909)

Memo. No. 5E(1)-2022/7596 Dated, Chandigarh, the 04/05/2022

Subject:

**Appointment to the post of Steno Typist (English) in the Field (Sub Office) of Food, Civil Supplies & Consumer Affairs Department, Haryana**

2. On the recommendations of the Haryana Staff Selection Commission, Panchkula vide letter No. HSSC-Conf/Recomm./2021/918, dated 30.12.2021. you are hereby offered an appointment to the post of **Steno Typist (English)** on provisional/temporary basis in the Field (Sub Office) of Food Civil Supplies and Consumer Affairs, Department, Haryana, in the pay band of Rs. 5200-20200+1900+100 Special Pay Grade Pay (pre-revised) Now (FPL-2 of Pay Matrix Table in the Haryana Civil Services (Revised Pay) Rules, 2016) plus usual allowances sanctioned by Haryana, Government from time-to-time and posted in the O/o District Food & Supplies Controller, Fatehabad on the following terms and conditions:-

- i. This appointment is purely provisional/temporary and you will remain on probation for a period of two years which can be extended after taking into consideration your work and conduct to a total period not exceeding three years. Your services are liable to be terminated without notice on the abolition of the post or on the termination of vacancy or leave arrangement or any other arrangement against which you happened to be working at that time.
- ii. If at any stage you desire to resign from your post in the Food, Civil Supplies & Consumer Affairs Department, you will be required to give one month's clear notice or forfeit, in lieu thereof, one month salary including allowances or for the period by which the notice falls short of one month. Such a notice will be given to you by the department also in case it is proposed to terminate your service for the reasons other than that mentioned in Para-1 above. In case of misconduct or misbehavior, however, you will be given a reasonable opportunity to show cause as to why your services be not terminated, in that case the condition of one month's notice/salary will not apply.
- iii. As your character and antecedents have not been verified in terms of Government instructions issued vide memo No.52/3/20058-6S(I), dated 18<sup>th</sup> November, 2005 & subsequent State Govt. order dated 52/18/-3G-III, dated 10.01.2019, therefore, it is made clear to you that your appointment will remain provisional basis without prior verification of your character and antecedents. In case, subsequently any adverse fact come to the notice of this office 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/ Statement/Attested copies. The Character & Antecedents will, however, be got verified within a period of two months after your provisional appointment and this relaxation does not confer any right to you to remain in job, if subsequently anything adverse is reported against you at a later stage.
- iv. As the authenticity of your academic qualifications, caste and category certificates has also not been verified/checked from the issuing authority, and the same are required to be got verified within a period of two months after your provisional appointment, therefore, it is made clear to you that if at any subsequent period, the same are found to be fake/false, your services are liable to be terminated and legal action will also be taken against you in this regard.
- v. Your services will be governed by the provisions contained in the Haryana Civil Services (General) Rules, 2016 and the Haryana Food, Civil Supplies & Consumer Affairs Department Sub-Offices (Group-C) Services Rules, 1982 as may be amended from time to time and also the Government instructions issued in this regard.

2<sup>nd</sup> Floor, 30 Bays Building, Sector:17-B, Chandigarh/दूसरी मंजिल, 30 बेज बिल्डिंग, सेक्टर-17-बी, चण्डीगढ़


Please visit us at <http://haryanafood.nic.in>  
E-mail/ई-मेल: [foodesti@gmail.com](mailto:foodesti@gmail.com) & [dir.foodhry@gmail.com](mailto:dir.foodhry@gmail.com)



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- vi. Further, it is made clear to you that your services will be governed under the Finance Department Notification dated 28.10.2005, No. 1/1/2004-1 Pension (FD), dated 22.12.2005 & various provisions contained in Haryana Civil Services Rules, 2016 as amended from time to time and your services will be covered by the new defined contribution Pension Scheme as your fresh appointment is being made after 01.01.2006.
- vii. You will have to qualify the State Eligibility Test in Computer Appreciation and Application (SETC) within the period of probation of two year extendable by one year, as per provisions of the Haryana Food, Civil Supplies & Consumer Affairs Department, Directorate (Group C) Service (Amendment) Rules, 2013.
- viii. It is also made clear to you that you will not undertake higher studies of any kind without obtaining prior permission. Consequently, no leave of any kind will be granted for the preparation of higher studies or examination.
- ix. No T.A./D.A. will be granted for joining the post in the Department.
- x. You are liable to serve in any place whether within or outside the State of Haryana or in the office of Central or other State Government or a company, an Association or a body of individuals whether incorporated or not, Municipal Corporation or local authority or an international organization, an autonomous body not controlled by the Government or a private body.
- xi. You will have to give an undertaking in writing that if and when you enter any marital alliance, you shall strictly comply with anti dowry law, as amended from time to time, in letter and spirit and also furnish full details of all the articles of property and amount of money received by you from your in-laws in any name or manner, whatsoever. The undertaking shall be signed by your wife, father & father in law.
- xii. Your seniority will be fixed as per rules/instructions.
- xiii. You shall have to furnish a Medical fitness certificate from the nearest Chief Medical Officer/ Civil Surgeon, Fatehabad before joining to the above post under Rule 9 of HCS (General) Rules 2016, in case you are found medically unfit then your services will be terminated without giving any notice as required under Rule 10 of Haryana Civil Services (General) Rules, 2016 before you are allowed to resume duty.
- xiv. Before assuming the charge of duties, you will be required to take the prescribed oath of allegiance to the Constitution of India and to produce the following certificates to the District Food Civil Supplies & Consumer Affairs Controller, Fatehabad:-
- a) When reporting for duty, you should bring your academic qualifications, caste and category certificates in original along with two sets of attested Photostat Copies.
- b) Declaration of your having one spouse and in the event of your having more than one spouse living, the appointment will be subject to your being exempted from enforcement of the requirement of rules in this behalf.
- xv. Your appointment is subject to the outcome of SLP No.23544-23547 of 2016 title as State of Gujrat & others V/s Ms. Dulari Mahesh Basarge & another pending before the Hon'ble Supreme Court for EBPG candidates and also Hon'ble High Court order dated 16.05.2019 passed in CM No. 5052-CWP 2019 in and CWP No. 7607/2019 and as per Government instruction No. 22/10/2013-1GSIII dated 01.06.2018 and in compliance of Hon'ble High court order dated 18.05.2018 passed in CM No. 3905 of 2018 in CWP No. 18514 of 2016 title as Kalindi Vashishtha v/s State of Haryana and others.

If you are willing to accept this offer of appointment on the terms and conditions mentioned above, you should report yourself for duty to the Office of District Food Civil Supplies & Consumer Affairs Controller, Fatehabad within 30 days from the receipt of this offer failing which this offer will be treated as cancelled.

  
Joint Director (Administration)  
for Director General Food, Civil Supplies & Consumer  
Affairs Department Haryana.

2<sup>nd</sup> Floor, 30 Bays Building, Sector:17-B, Chandigarh/दूसरी मंजिल, 30 बेज बिल्डिंग, सेक्टर-17-बी, चण्डीगढ़

Please visit us at <http://haryanafood.nic.in>  
E-mail/ई-मेल: [foodesti@gmail.com](mailto:foodesti@gmail.com) & [dir.foodhry@gmail.com](mailto:dir.foodhry@gmail.com)



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Endst. No. 5E(1)-2022/ 7597

Dated, Chandigarh, the 04/05/2022

A copy of the above is forwarded to Chief Medical Officer, Civil Hospital, Fatehabad. You are requested that the candidate may immediately be examined on first entry into Govt. Service and a medical certificate of fitness may be issued.

*[Signature]*  
 Joint Director (Administration)  
 for Director General Food, Civil Supplies & Consumer  
 Affairs Department Haryana

Endst. No. 5E(1)-2022/ 7598

Dated, Chandigarh, the 04/05/2022

A copy of the above is forwarded to the Secretary, Haryana Staff Selection Commission, Sector-2, Panchkula w.r.t. his letter No HSSC-Conf/Recomm./2021/918, dated 30.12.2021 for information and necessary action.

*[Signature]*  
 Joint Director (Administration)  
 for Director General Food, Civil Supplies & Consumer  
 Affairs Department Haryana

Endst. No. 5E(1)-2022/ 7599

Dated, Chandigarh, the 04/05/2022

A copy of the above is forwarded to the Director, State Employment Exchange, Haryana, Rozgar Bhawan, Plot No. IP-6, Sector-14, Panchkula for information and necessary action.

*[Signature]*  
 Joint Director (Administration)  
 for Director General Food, Civil Supplies & Consumer  
 Affairs Department Haryana

Endst. No. 5E(1)-2022/ 7600

Dated, Chandigarh, the 04/05/2022

A copy of the above is forwarded to District Food & Supplies Controller, Fatehabad for information and necessary action. The candidate has been appointed against regular post of Steno-typist. It is intimated that enquiry regarding antecedents of above candidate and verification of his documents has not been made. Hence, you are directed to verify the academic qualification, age caste/category as claimed by him in the application form with the original certificates before allowing the candidate to join and the same be got verified from the issuing authority, within a period of two months from the provisional appointment. One set of Photostat copies of these documents may be sent to headquarter immediately alongwith the joining report of the candidate, for record.

*[Signature]*  
 Joint Director (Administration)  
 for Director General Food, Civil Supplies & Consumer  
 Affairs Department Haryana

Endst. No. 5E(1)-2022/ 7601

Dated, Chandigarh, the 04/05/2022

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

1. PS/DGFCS&CA (for kind information of worthy DGFCS&CA)
2. JCFA, HQ.
3. DSE-III, HQ.
4. 2E(1) through DSE-I.
5. S.E.O., HQ.
6. Smt. Sikha Junior Programmer for uploading the order at website of the department.

*[Signature]*  
 Joint Director (Administration)  
 for Director General Food, Civil Supplies & Consumer  
 Affairs Department Haryana

2<sup>nd</sup> Floor, 30 Bays Building, Sector:17-B, Chandigarh/दूसरी मंजिल, 30 बेज बिल्डिंग, सेक्टर-17-बी, चण्डीगढ़

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