



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

**ORDER**

The powers for according the sanction of following matters vested with Head of the Department i.e. Director General, Food Civil Supplies & Consumer Affairs, Haryana are hereby delegated to Additional Director, Administration (HCS Cadre) with immediate effect:-

- i) Permission/NOC regarding Passport.
- ii) Permission regarding Higher Studies.
- iii) Issuance of Caste/Residence Certificates.
- iv) Education Allowances.
- v) Non-Refundable Advance from GPF.
- vi) Sanction of Earned Leave, Medical Leave/Half Pay Leave/Commuted Leave, Extra Ordinary Leave of Group-D employees of HQ upto 30 days.

The power for approval of purchase of moveable/immoveable property and Sanction of Earned Leave, Medical Leave/Half Pay Leave/Commuted Leave, Extra Ordinary Leave of Group-C Employees will remain with the Director General, Food Civil Supplies & Consumer Affairs.

Dated, Chandigarh, the  
09.10.2025

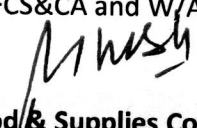
ANSHAJ SINGH, IAS  
Director General, Food Civil Supplies &  
Consumer Affairs Department Haryana

Endst. No. 6E(1)-196-2025/15518

Dated Chandigarh, the 15/10/2025

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

1. The Additional Director, Administration (HCS Cadre), H.Q.
2. All the Branch Officers/Branch In-charges at H.Q.
3. Smt. Shikha, Junior Programmer, Hqrs for uploading the order on the website of the department.
4. PS/PSFCS&CA, PS/DGFC&CA and PA/ADFCS&CA  
(for kind information of W/PSFCS&CA, W/DGFC&CA and W/ADFCS&CA).

  
District Food & Supplies Controller (Admn.)  
for Director General, Food Civil Supplies &  
Consumer Affairs Department Haryana