



OFFICE ORDER

No. 4/1/2026-CRID-1

Dated 16th April, 2026

In order to ensure effective implementation, monitoring, and coordination of Information Technology and e-Governance initiatives across the Districts, the CRID is pleased to make the transfer/posting of the following Officers to the Districts, with immediate effect: -

Sr. No.	Name & Designation (Shri/Smt./Ms.)	Posted / Transferred in	Remarks
1.	Vinod Verma, Deputy System Executive Officer, DC Office, Gurugram.	(i) Gurugram (ii) Faridabad	(i) -- (ii) In addition to Gurugram District.
2.	Rashmi Bhongale, Deputy System Executive Officer, HQ Chandigarh.	(i) Panchkula	(i) In addition to his present duties at HQ, Chandigarh - Relieving Ms. Renu Garg, DSEO of the said charge.
3.	Ashish Arora, Deputy System Executive Officer, HQ Chandigarh.	(i) Kurukshetra (ii) Kaithal	(i) --- (ii) In addition to Kurukshetra District.
4.	Anurag Saini, Deputy System Executive Officer, HQ Chandigarh.	(i) Ambala (ii) Yamuna Nagar	(i) In addition to his present duties at HQ, Chandigarh - Relieving Sh. Sudhanshu Arora, DSEO of the said charge. (ii) In addition to his present duties at HQ, Chandigarh.
5.	Ajay Kumar, Deputy System Executive Officer, HQ Chandigarh	(i) Karnal (ii) Panipat	(i) --- (ii) In addition to Karnal District
6.	Amitabh Kumar, Deputy System Executive Officer, HQ Chandigarh.	(i) Palwal (ii) Nuh	(i) --- (ii) In addition to Palwal District
7.	Bhanu Partap, Sr. Consultant - SeMT, HQ Chandigarh.	(i) Sirsa (ii) Fatehabad	(i) -- (ii) In addition to Sirsa District.
8.	Kamleshwar Keshri, Consultant - SeMT, HQ Chandigarh.	(i) Rohtak (ii) Sonipat	(i) -- (ii) In addition to Rohtak District.
9.	Kapil Narang, Deputy System Executive Officer, HQ Chandigarh.	(i) Bhiwani (ii) Hansi	(i) -- (ii) In addition to Bhiwani District.
10.	Manmeet Sharma, Consultant - SeMT, HQ Chandigarh.	(I) Jhajjar (ii) Charkhi Dadri	(i) -- (ii) In addition to Jhajjar District.



Sr. No.	Name & Designation (Shri/Smt./Ms.)	Posted / Transferred in	Remarks
11.	Namrata, Consultant – SeMT, HQ Chandigarh	(i) Hisar (ii) Jind	(i) -- (ii) In addition to Hisar District.
12.	Vimal Sharma, Deputy System Executive Officer, HQ Chandigarh.	(i) Rewari (ii) Mahendragarh	(i) -- (ii) In addition to Rewari District.

2. The aforementioned officers shall have dual reporting to the concerned Deputy Commissioner and to the Special /Additional Secretary IT at Headquarters through the Head SeMT & Joint CITO, Coordination-HQ. Their broad roles and responsibilities shall be as follows:

- i) To act as the nodal point of contact between the District Administration and the State IT Department.
- ii) The officers shall be fully responsible for their assigned districts, ensuring effective coordination and smooth implementation, as well as the operationalization of State and Central Government IT/e-Governance projects, policies, and schemes at the district level.
- iii) To monitor and report on the utilization of State and Central departmental applications in the Districts, including service timelines and system performance indicators.
- iv) To regularly monitor the Citizen Facilitation Centers (SARAL, Atal Seva Kendras, CSCs, Aadhar Centres & other infrastructure facilities) in the Districts and report on any gaps or citizens' concerns.
- v) To facilitate regular IT awareness and training sessions for Citizens and Government officials on the usage of digital platforms and applications, and to ensure that up-to-date information is available on District Administration Portals.
- vi) To ensure compliance with IT security guidelines and data protection protocols issued by the Government from time to time.
- vii) To prepare and submit bi-monthly & monthly performance reports to the concerned Deputy Commissioner and CRID Headquarters (to the Special /Additional Secretary IT at Headquarters through the Head SeMT & Joint CITO, Coordination-HQ). The reports should include a brief overview of current projects, a comprehensive Project Status (Completed, In-progress, and Planned Activities), challenges and issues (if any), and any technical or operational matters requiring intervention from the District Administration or CRID Headquarters.
- viii) To identify opportunities for service automation, application of AI/analytics, and adoption of emerging technologies, and to prepare concept notes/use cases for consideration.
- ix) To undertake any other projects, tasks, or activities related to IT & e-Governance as assigned by the HQ or the concerned Deputy Commissioner.

3. Periodic review meetings with the aforementioned officers shall be convened at appropriate levels to assess performance reports and review the status of projects & activities being undertaken in the districts.



4. All Officers shall remain available full-time in their respective Districts as per work requirements and shall not leave the assigned District without the prior permission of the concerned Deputy Commissioner, under intimation to CRID Headquarters, except for the officer(s), who will work in addition to their present duties at SIT, CRID Headquarters, Chandigarh.
5. Each officer shall mandatorily mark their daily attendance (in and out) electronically in the respective district office using the Face Recognition/Biometric Attendance System (BAS). The attendance report, duly signed by a suitable district officer authorized by the Deputy Commissioner, shall be submitted for the preceding month on the first working day of each month to the Director (Administration), CRID, with a copy to Head SeMT and JCITO, Coordination HQ.
6. The TA/DA and travel expenses, as per applicable travel norms, for all officers allocated to additional districts shall be charged /reimbursed through the IT Society, SIT CRID, subject to tour approval from the SIT or the respective Heads of Districts/Deputy Commissioners.
7. All concerned officers shall relinquish their current charge & submit their joining reports to the concerned Deputy Commissioners, with **a copy marked to the Director (Admin), SIT CRID, after fully handing over the work to their present Division In-charge, latest by 20.04.2026, 2:00 PM.** Failure to comply within the stipulated timeline shall invite necessary disciplinary action.
8. This order shall be in supersession of all earlier orders issued with respect to the aforementioned Officers.

Dated 16.04.2026

(J.Ganesan, IAS)

Commissioner & Secretary to Govt. Haryana
Citizen Resources Information Department (CRID)

Endst. No. 4/1/2026-CRID-1

Dated: 16th April, 2026

A copy is forwarded, for information and necessary action, to **all Deputy Commissioners in the State of Haryana** with a request to provide suitable office space and to facilitate the smooth functioning of the District e-Governance Management Team (DeMT) in their respective Districts, in accordance with the guidelines of the "Contractual Policy for IT Professionals" in the State, notified vide Haryana Government Gazette Notification No. Admn/386/1SIT/5505.

Sanjeev Sharma

Dy.Suptd.

for Commissioner & Secretary to Govt. Haryana
Citizen Resources Information Department (CRID)

Endst. No. 4/1/2026-CRID-1

Dated: 16th April, 2026

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

- i. Private Secretary to C&S, CRID for kind information of the Commissioner & Secretary, CRID, Haryana.
- ii. Private Secretary to ASIT, for kind information of the Additional Secretary, IT, Haryana.



- iii. The Director (Admin), SIT, CRID shall ensure:
- Necessary compliance by all concerned officers/officials with these orders by **20.04.2026**.
 - Submit an **Action Taken Report** (along with compiled Joining Reports and details of lapses, if any) to the Administrative Secretary / Commissioner & Secretary, CRID by **21.04.2026, 03:00 PM**.
- iv. SIO, NIC Haryana.
- v. Head SeMT & CTO.
- vi. All Joint CITO & SEOs, IT Cadre.
- vii. All Concerned Officers for necessary compliance, please.
- viii. Accountant, Society for IT Initiative of Fund for e-Governance.
- ix. Addl. CITO (Designated).

Sanjeev Sharma

Dy.Suptd.

for Commissioner & Secretary to Govt. Haryana
Citizen Resources Information Department (CRID)