



No.11/64/2023-1FR/10883

From

The Additional Chief Secretary to Govt. Haryana
Finance Department

To

1. The Chief Secretary to Government Haryana
2. All Administrative Secretaries to Govt. Haryana
3. The Registrar General, Punjab and Haryana High Court, Chandigarh.
4. All Head of Departments
5. All the Commissioners of Divisions, Ambala, Karnal, Faridabad, Gurguram, Hisar and Rohtak
6. All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.

Dated : 06.06.2024

Subject : To grant permission for higher studies to Group-B to Group-D Government employees – instructions regarding.

Reference para-2 of FD's earlier instructions No.11/112/2022-3FR/2338 dated 09.11.2022 on the subject noted above.

2. In this regard, Government has further decided that henceforth, in case competency for grant of Extra Ordinary Leave (without pay) under Rule 41 (iii) lies with the Finance Department beyond 365 days in terms of Rule 42 of Haryana Civil Services (Leave) Rules, 2016, permission for higher studies to concerned Government employees will be approved by the competent authority on the file itself (without issuing any formal orders) and the matter shall be forwarded to the Finance Department for approval of desired Extra Ordinary Leave (without pay). After such approval, if granted by the Finance Department on case to case basis, formal order shall be issued by the competent authority at one go i.e. permission for higher studies as well as grant Extra Ordinary Leave (without pay). The rest of the contents of the said instructions dated 09.11.2022 shall remain the same. This is in terms of Rule 5 of Haryana Civil Services (Leave) Rules, 2016.

3. Copy of this order is available on the official website of the Finance Department i.e. finhry.gov.in.

Superintendent (FR)
for Additional Chief Secretary to Govt. Haryana,
Finance Department

06/06/24



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Endst.No. 11/64/2023-1FR/10883

Dated : 06.06.2024

A copy is forwarded to the Chief Principal Secretary, Principal Secretary, Additional Principal Secretary/Officers on Special Duty/Senior Secretaries/ Secretaries/ Private Secretaries for kind information of Hon'ble Chief Minister and Ministers of Haryana State.

Anil Kumar

Superintendent (FR)

for Additional Chief Secretary to Govt. Haryana,
Finance Department

To

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The Chief Principal Secretary, Principal Secretary, Additional Principal Secretary/Officers on Special Duty/Senior Secretaries/Senior Secretaries/Private Secretaries for kind information of Hon'ble Chief Minister and Ministers of Haryana State.

U.O.No. 11/64/2023-1FR/10883

Dated : 06.06.2024