



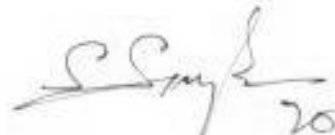
**OFFICE OF DIRECTOR SECONDARY EDUCATION HARYANA
PANCHKULA**

Order No. 10/2-2021 Admn(4)

Dated, Panchkula the 22/07/2021

A copy of letter No. 3/71/2008-RVA Dated 28.06.2021 received from Chief Secretary to Government Haryana regarding Providing Vehicle (Taxi) to officers visiting New Delhi for official work is forwarded to the following for information and necessary action:-

1. Director Elementary Education Haryana, Panchkula.
2. Director SCERT Haryana, Gurgram.
3. All District Education Officer's in the State.
4. All District Elementary Education Officer's in the State.
5. All DIET's in the State.
6. All the Headquarter Officers.
7. Registrar Education (Secondary).
8. The entire Superintendent (HQ).
9. Superintendent C.R. Section (Sec).
10. Superintendent Admn. (Pry).
11. PS/DSE.
12. PA/ Additional Director Model Sanskriti Schools.
13. PA/Additional Director Admn.-I, II.
14. PA/Additional Director Academic.
15. All the Assistants Admn. Branch (Sec.).
16. IT Cell (HQ) for website.


SUPERINTENDENT ADMN.
for DIRECTOR SECONDARY EDUCATION
HARYANA PANCHKULA

266 Admin/Gen
14/6/2021

No. 3/71/2008-RVA
Government of Haryana,
Chief Secretary's Organization
General Administration Department
(RVA Branch)

Chandigarh the 28th June, 2021

To

1. All the Administrative Secretaries to the Government of Haryana.
2. All the Heads of Departments in Haryana.

Subject: Providing Vehicle (Taxi) to officers visiting New Delhi for official work.

Sir/Madam,

I am directed to invite your attention to Government letter of even number dated 27.01.2020 to the subject cited above. The State Government has now revised the contract with M/s Ajay Tours, UG 16/17, Palika place, Panchkuian Road, New Delhi for a period of one year i.e. 01.06.2021 to 31.05.2022 through Resident Commissioner, Haryana Bhawan, New Delhi.

For availing this facility the officers may follow procedure as prescribed below:-

- (i) The officer required taxi service at New Delhi for official journey shall inform Resident Commissioner Office, Haryana Bhawan New Delhi, at least one day before departure, by way of Telephone No. 011-23386131, 23385980, 9717440212 and 9818672439 or by Fax No 011-23384913 or by e-mail cchb@hry.nic.in.
- (ii) Resident Assistant Haryana Bhawan New Delhi will inform the officer concerned regarding Taxi Number, Driver name and his Mobile Number at the earliest.
- (iii) Resident Assistant Haryana Bhawan shall also provide the details of officer to the taxi driver i.e. name /mobile number/arriving point etc.
- (iv) The officer after performing the local journey and before relieving the taxi will sign the contents of log slip indicating K.Ms covered and time consumed.
- (v) The taxi agency will send the bill to the Resident Commissioner office within a week and Resident Commissioner office will send the same to the concerned department within three days on receipt of the bill. The department will make the payment to the taxi agency within next three days.

Yours faithfully,

Hari Krishan
(Hari Krishan Sharma)

Under Secretary Protocol
for Chief Secretary to Govt. of Haryana.

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