

**OFFICE OF THE DIRECTOR SECONDARY EDUCATION HARYANA,
PANCHKULA**

Order No. 5/01-2022 Admn. (3)

Dated, Panchkula, the 05.01.2022

Sh. Sachin Dev, Peon, GSSS Balbehra (2187), Kaithal is hereby given appointment as Peon by way of transfer (Common Cadre) on provisional basis in the office of Director Secondary Education Haryana, Shiksha Sadan, Sector-5, Panchkula on provisional basis in the Pay Band DL (169C0-53500) of Schedule-I pay matrix of Haryana Civil Services (Revised Pay) Rules, 2016 plus usual allowances.

His pay will be fixed in the grade according to rules. He will also draw the usual allowances admissible to Government Servants of their categories from time to time.

His appointment in the Directorate of School Education Haryana, Panchkula will be on the following terms and conditions :-

- (i) His appointment is against purely temporary post, which is liable to be abolished at any time and carries no promise of subsequent permanent employment. As such, as and when there will be no vacancy against which he could continue to officiate in the Directorate of School Education Haryana, he will be sent to his parent office. It is, thus made clear to him that at present he has been offered temporary post.
- (ii) In case at any stage, while he remains in temporary capacity and desire to resign his post he will be required to give one month's notice or forfeit in lieu thereof his salary including allowances for one month or the period by which the notice falls short of one month. He will give such a notice also in case, it is proposed to terminated his services for the reason other than that mentioned in clause (1) above.
- (iii) His seniority amongst peons will be determined from the date he resume duty in the office.
- (iv) He will not undertake higher studies of any kind without prior permission of the competent authority. Consequently no leave of any kind will be granted for perusing the higher studies.
- (v) In case any Chowkidar of the office goes on leave he can be assigned the duties of the Chowkidar.
- (vi) He will remain on probation for a period of two years from the date of joining in the Department. The period of probation can be extended in accordance with the existing rules on the subject. For assessing his performance during the period of probation his work and conduct will be taken into consideration. If his work and conduct during the probation is not found satisfactory, his services will be terminated without much also.
- (vii) No TA/DA or joining time will be paid to him for joining this post.

If he is willing to accept the offer made on the above mentioned conditions, he may get himself be relieved and report for duty to the office of Director Secondary Education, Haryana, Shiksha Sadan, Sector-5, Panchkula within a period of 15 days from the issue of this letter.

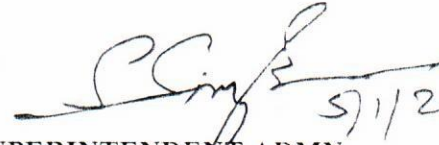
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FOR DIRECTOR SECONDARY EDUCATION
HARYANA, PANCHKULA**

Endst. No. Even

Dated, Panchkula, the 5/1/22

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

1. The Principal Accountant General (A&E) Haryana, Chandigarh.
2. Secretary HSSC, Haryana, Sector-2, Panchkula.
3. District Education Officer, Kaithal.
4. Principal, GSSS Balbehra (2187), Kaithal
5. Superintendent Accounts Branch (Local).
6. Superintendent HRME-II Branch (Local) in reference to their U.O No. 4/74-2021 HRM-II (1) dated 04/01/2022.
7. Official concerned
8. Spare Copy for personal file.
9. IT Cell (HQ).
10. HRMS Cell for updation.


5/1/2022

**SUPERINTENDENT ADMN.
FOR DIRECTOR SECONDARY EDUCATION
HARYANA, PANCHKULA**