

**OFFICE OF DIRECTOR GENERAL HIGHER EDUCATION, HARYANA,  
PANCHKULA**


**ORDER**

No. KW 12/1-2019 Ad (3)

Dated, Panchkula, the 15.9.2021

A copy of letter No. 62/04/2021-6GS-I dated 15.9.2021 received from Hon'ble Chief Secretary to Govt. Haryana regarding Quick disposal of disciplinary cases under Rule 7 of Haryana Civil Services (Punishment & Appeal) Rules, 2016." is forwarded to the following for strict compliance:-

1. All the Principals of Government Colleges in the State.
2. All the Commanding Officers, NCC Units in the State.
3. Registrar, Kurukshetra University, Kurukshetra/Maharishi Dayanand University, Rohtak/ Chaudhary Devi Lal University, Sirsa/Bhagat Phool Singh Mahila Vishwavidyalaya, Khanpur Kalan (Sonapat)/Indira Gandhi University, Meerpur (Rewari)/Chaudhary Ranbir Singh University, Jind/Chaudhary Bansi Lal University, Bhiwani/ Gurugram University, Gurugram/ B.R. Ambedkar National Law University, Rai (Sonapat)/Balmiki Sanskrit University, Mundri, Kaithal
4. All the Librarians of District Libraries/Sub Divisional Libraries in the State of Haryana/ Librarian.

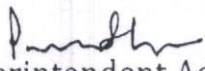
  
Superintendent Administration  
for Director General Higher Education  
Haryana, Panchkula

Endst. No. Even

Dated, Panchkula the 15.9.2021

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

1. PS/DGHE
2. Registrar Education
3. All the Branch officers/Superintendents.
4. Incharge IT Cell.

  
Superintendent Administration  
for Director General Higher Education  
Haryana, Panchkula



**No. 62/04/2021-6GS-I**  
**HARYANA GOVERNMENT**  
**GENERAL ADMINISTRATION DEPARTMENT**  
**(General Services-I Branch)**

Dated: Chandigarh, the 15<sup>th</sup> September, 2021.

To

1. All the Administrative Secretaries to Government of Haryana.
2. All the Heads of the Departments in the State of Haryana.
3. The Managing Directors/Chief Administrators of all the Boards/Corporations in the State of Haryana.
4. All the Divisional Commissioners in the State of Haryana.
5. All the Deputy Commissioners in the State of Haryana.
6. The Registrar of all the Universities in the State of Haryana.

**Subject: Quick disposal of disciplinary cases under Rule 7 of Haryana Civil Services (Punishment & Appeal) Rules, 2016.**

As you are aware disciplinary matters are governed by Haryana Civil Service (Punishment & Appeal) Rules, 2016. Instructions have been issued by Government from time to time to all Departments for disposal of disciplinary proceedings under Rule 7 i.e. major penalty within a period of six months.

2. However, it has been observed by Government that many such cases of disciplinary proceedings under Rule 7 have not been finalized by the punishing authorities due to inordinate delay in submission of inquiry reports by the Inquiry Officers. So, as to ensure timely disposal of disciplinary cases, particularly pertaining to the Gazetted Officers of Group A & B, Government has decided that all Administrative Secretaries shall ensure that regular inquiries pending against Gazetted Officers are finalised before the 30<sup>th</sup> November, 2021 positively.

3. In such cases where an Inquiry Officer is unable to submit the inquiry report by 30<sup>th</sup> November, 2021, the Administrative Secretaries concerned shall submit a report to the Chief Secretary to Government, Haryana (in General Services-I Branch) by 07<sup>th</sup> December, 2021 mentioning the causes of delay in the finalization of disciplinary proceedings. Wherever Administrative Secretary/Punishing Authority concerned is of the view that justification exists to grant more time to the Inquiry Officer to finalize the inquiry report, reasons thereof may be mentioned in the report. However, if the Administrative Secretary/Punishing Authority is of the view that there has been an unjustified delay by the Inquiry Officer in concluding the inquiry, he may initiate/propose deterrent disciplinary action against the Inquiry Officer (if he is in service) and reassign the Inquiry to some other Inquiry Officer (in case of Inquiry Officer being a retired govt. official).

4. All Administrative Secretaries/Punishing Authorities shall also carry out an immediate review of the progress of disposal of regular inquiries under Rule 7 and 8 pending against the employees of Group C & D.

5. It has also been decided by the Government to direct all the Administrative Secretaries/ Punishing Authorities to send information regarding cases of disciplinary proceedings/departmental inquiries pending against Gazetted Officers of Group A & B to the Chief Secretary to Government, Haryana (in General Services-I Branch) both in the shape of soft copy by email at [generalservices0001@gmail.com](mailto:generalservices0001@gmail.com) and also by way of hard copy positively by 05<sup>th</sup> of October, 2021 in the following format:

**List of pending Regular Inquiries (u/r 7) against Gazetted Officers of Group A & B**

Name of Department/Board/Corporation \_\_\_\_\_

Sr. No	Name of IO	Name of Delinquent Gazetted Officer	Designation of the Officer	Date of enquiry entrusted to the I.O.	Total Number of days since the Inquiry has been pending (from date on which inquiry entrusted till 15.09.2021) with the I.O.
1	2	3	4	5	6

*Chitai*

Chief Secretary to Government Harvana

DGHE (OL)  
15/9/21

~~A.D. Adun.~~

*dy*  
15/9/21

*S. A. Khan*

*Adi*  
15/9/21

*Q*  
15/09/21

*R. K. Singh*

DHE & Spl. Secy.  
No. 4916  
Date 15/9/21