Through Email/Portal/Reminder

From

Director General Higher Education, Haryana,
Shiksha Sadan, Sector-5, Panchkula.

To

All the Principals of Govt./Govt. Aided Colleges in the State of Haryana.

Memo No. 1/27-2020 Ad (3)
Dated, Panchkula, the 02.03.2020

Subject: Information of Employees (Contractual/Regular) of Higher Education Department.

Kindly reference to this office Letter No. even dated 29.02.2020 on the subject cited above.

It is again requested that information of the Employees be supplied in Excel sheet in attached prescribed format by today i.e. 02.03.2020 till 12:00 Noon.

DA: as above

Superintendent Administration
O/o Director General Higher Education,
Haryana, Panchkula

Endst. No. Even

Dated, Panchkula, the 02.03.2020

A copy of the above alongwith attached performa is forwarded at your end with the request that information in prescribed format be compiled and send to the concerned relative Branch.

1. Registrar Education O/o Director Higher Education, Haryana, Panchkula.
2. Superintendent Accounts is requested to compile the said information in prescribed format at Head Quarter Level (Regular and contractual).
3. Superintendent/College-I/ME/NCC/Library/College-IV is requested to compile the said information in prescribed format related to their establishments and send to the IT Cell of Directorate.
4. Caretaker of the department is requested to compile the said information in prescribed format regarding Contractual Employee and send to Accounts Branch.

Superintendent Administration
O/o Director General Higher Education,
Haryana, Panchkula.