

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

No.01/1-2024 ME(1)

Dated, Panchkula, the 14.10.2024

On the recommendation of the Directorate of Higher Education Department, Haryana, Panchkula vide order No. 09/04-2024 C-III(4) dated 06.08.2024 Sh. Dhiren Panwar S/o Late Smt. Poonam Panwar, Deputy Superintendent, Government College, Rewari, resident of House No. B-166, 2<sup>nd</sup> Floor, Guru Tek City, Rewari is hereby appointed as Clerk as per provision stipulated in Haryana Civil Services (Compassionate Financial Assistance for Appointmets) Rules, 2019 in the Pay band FPL-3 (21700-63200) of Schedule-I pay matrix of Haryana Civil Services (Revise Pay), Rules, 2016 plus usual allowances as sanctioned by the Haryana Government from time to time. He is directed to join at the place of posting as mentioned below:-

Sr. No	Candidate Name & Father Name	D.O.B. Category	Address	Place of Posting	Remarks
1.	Sh. Dhiren Panwar S/o Smt. Poonam Panwar	02.06.1999 SC	House No. B-166, 2 <sup>nd</sup> Floor, Guru Tek City, Rewari	Government College, Jatisana, Rewari	Against Vacancy

**Terms & Conditions of this appointment is as under:-**

1. He is appointed purely temporarily/provisional basis.
2. His appointment is against temporary posts and his confirmation against substantive posts shall be considered on the basis of his seniority and record of service as and when such posts are available.
3. If at any stage, he desire to resign from his post, he will be required to give on month notice of forfeit in leiu thereof his salary including allowances for one month or for the period by which the notice falls short of one month. The Directorae will give such a notice to him also in case it is proposed to terminate his service for the reasons other than that mentioned in clause (1) above.
4. 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. For assessing his performance during the period of probation, his work and conduct will be taken into consideration
5. He will be required to qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) with Typing speed of 30 words per minute in English and 25 ords per minute in Hindi converted with equivalent key depressions in both cases as typing speed, would be tested on computers with in the probation period of two years, extendable by one year. He is not entitled to earn any increment in his pay scale and promotion till he qualifies the said test.
6. It is also made clear here that character and antecedents of newly appointed candidate has not been verified by the department in terms of Government instruction issued vide No. 52/18/2018-3GSIII dated 07.06.2020. In case, any adverse facts come to the notice of the State/Department regarding his character and antecedents, his services are liable to be terminated without giving any notice.
7. He will be required to take the prescribed Oath of Allegiance to the Contitution of India.
8. In case he is married, he will produce the certificate that he is not having more than one living spouse.
9. In case he is married, he will have to furnish a delaration to the Head of department that he has not taken any dowry after marriage. The declaration should be signed by his wife, father and father in law, as per Chief Secretary, Haryana letter No. 18/1/2004-2GSI dated 21.02.2006.
10. If he is unmarried, he will have to take an Oath of Allegiance to the Constitution of India and affirm that he does not give or take or abet the giving or taking of dowry, or demand, directly or indirectly form the parents or guardians of the bride or bridegroom, as the case may be, any dowry, as per Chief Secretary, Haryana letter No. 18/1-2004-2GSI dated 21.02.2006.

11. This offer of appointment is further subject to his submission of medical fitness certificate from the concerned Chief Medical officers within 15 days from the date of appointment, failing which this appointment will stand cancelled.
12. His appointment is subject to final verification of his educational qualification and other eligibility conditions.
13. At any stage if the certificates produced by him is found to be bogus or defective, his service shall be terminated. Notwithstanding anything contained in this appointment letter, his appointment is subject to condition that if he is found unfit/unsuitable for appointment to Government Service on the basis of medical report or on the basis of character and antecedents. Verification or otherwise, his service shall be terminated forthwith without prejudice to any other terms and conditions.
14. 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 pursuing higher studies.
15. He will be required to produce the original educational documents pertaining to his qualification, experience, age and caste/category etc.
16. No TA/DA or joining time will be allowed to him for joining this post.
17. His services will be governed by Haryana Education Department, Sub-Offices College Cadre Ministerial (Group-C) Service Rules, 1995 and amendment Rule 2013.
18. His seniority will be fixed in accordance with Department Rules.
19. He will be governed by NEW PENSION RULES as notified vide No. 1/1/2004-1 Pension, dated 18.03.2008.

If the above terms and conditions are acceptable to you, you should report for duty within 15 days of the receipt of appointment order alongwith relevant documents stated above, failing which appointment order will be cancelled.

**Note:-** The appointee would not be entitled to any claim/benefit because of anything essential regarding rules & regulations left to be quoted in this appointment order or any clerical mistakes/error.

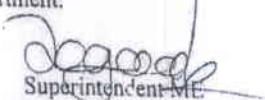
RAHUL HOODA  
DIRECTOR HIGHER EDUCATION  
HARYANA, PANCHKULA

Endst. No. Even

Dated, Panchkula, the: 15/10/2024

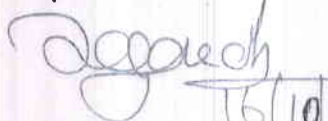
A copy of the above is forwarded to the following for information and necessary action

1. Principal, Accountant General (A&E) Haryana, Chandigarh.
2. The Secretary, Haryana Staff Selection Commission, Panchkula.
3. The Director General Health Services, Haryana, Panchkula
4. The Chief Medical Officer concerned.
5. Treasury Officer concerned
6. Principal, Government College, Jatusana (Rewari). He/She is directed to allow the newly appointed candidates for joining after obtaining the medical fitness certificate by the Chief Medical Officer and also check/verify the original documents pertaining to their qualifications, experience, age and caste/category/domicile etc.
7. Sh. Dhiren Panwar S/o Late Smt. Poonam Panwar resident of H.No. B-166, 2<sup>nd</sup> Floor, Guru Tek City, Rewari.
8. Superintendent HRMS (Local)
9. Superintendent College III (Local) w.r.t. their order No. 09/04-2024 C-III(4) dated 29.07.2024.
10. In-charge IT Cell for uploading on Web portal of Higher Education Department.

  
Superintendent ME  
for Director Higher Education  
Haryana, Panchkula

Please upload on website.

9/IT Cell

  
16/10/24  
JOGENDER KUMAR  
SUPERINTENDENT ME