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

Order No. 9/1-2023 NCC (1)

Dated, Panchkula, the 22.02.2023

On the recommendation of the Directorate of Higher Education Haryana, Panchkula vide order No. 09/02-2022 C-III (4) dated 16.02.2023, Sh. Tushar Jain S/o Late Sh. Vijay Jain, resident of 2297, Baba Deep Singh Gali, Jawahar Colony, Faridabad-121 001 is hereby appointed as Clerk in Higher Education Department Haryana (Field offices, NCC Cadre) as per provision stipulated in Haryana Civil Services (Compassionate Financial Assistance for Appointments) Rules, 2019 in the Schedule-1 Pay Matrix Level-2 in Haryana Civil Services (Revised Pay) Rules, 2016 (having initial 1<sup>st</sup> cell of Rs. 19,900 ; Pre revised PB-1, 5200-20200+1900 grade pay) and such allowances as may be admissible from time to time. He is directed to join at the place of posting as mentioned below:-

Sr. No.	Name of Candidate	Date of Birth/Category	Address	Gender	Place of Posting	Remarks
1	Tushar Jain S/o Late Sh. Vijay Jain	22.12.2000 (Gen)	2297, Baba Deep Singh Gali, Jawahar Colony, Faridabad-121 001	Male	5 Haryana Bn NCC, Gurugram	Against vacancy

**TERMS & CONDITIONS:-**

1. It should be clearly understood that your appointment on the post of Clerk is purely on temporary/provisional basis.
2. Your appointment is against temporary post and your confirmation against substantive post shall be considered on the basis of your seniority and record of service as and when such post is available.
3. If at any stage, you desire to resign your post, you will be required to give one month's notice or forfeit in lieu thereof your salary including allowances for one month or for the period by which the notice falls short of one month. The Directorate will give such notice to you also, in case, it is proposed to terminate your services for the reasons other than that mentioned in clause (1) above. If you have not been vaccinated within last twelve months, it should be done before reporting yourself for duty.
4. You will be required to take the prescribe oath of allegiance of the Constitution of India.
5. You will be on probation for a period of two years, which may further be extended in accordance with the existing rules. In case, the work or conduct is not found satisfactory during the period of probation, the services are liable to be terminated forthwith without assigning any reason.
6. No TA/DA will be admissible for joining this post.
7. Your services can be utilized anywhere in the State/Country.
8. It is made clear to you that you will not undertake any kind of higher studies without obtaining prior permission. Consequently, any kind of leave will not be granted for pursuing higher studies.

9. Further, this offer is subject to the condition that in case you are married, you will produce the certificate that you are having only one living spouse and if you are unmarried, you shall have to furnish a declaration immediately after marriage regarding non acceptance of dowry by you to this office as per Chief Secretary letter no. 18/1/2004-2 GSI, dated the 21<sup>st</sup> February, 2006.  
Further, this offer is subject to the condition that in case you are married, you have one living spouse and you are not married to a person who has more than one living spouse and if you have more than one living spouse, you should justify the circumstances for that.
10. The above offer of appointment is, further, subject to the Haryana Education Department, National Cadet Corps (Group-C) Service Rules, 1991 and Amendment Rules, 2013 and all other rules and regulations and executive instructions issued or to be issued by the State Government from time to time.
11. You will be required to qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) as per Government instructions in force on the subject.
12. This offer of appointment is, further, subject to your submission of medical fitness certificate within 15 days from the date of appointment, failing which this appointment will stand cancelled automatically.
13. You will be required to produce the original Educational, Caste and Date of Birth and other relevant certificates to the Head of Office/NCC unit concerned for verification. Your appointment is subject to final verification of your educational qualification and other eligibility conditions.
14. You will not be permitted to apply for the post outside of the Department before completing five years of service.
15. You will be covered under the "New Defined Contribution Pension Scheme" as per F.D. Notification dated 28.10.2005.
16. 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 June 2020. In case, any adverse facts come to the notice of the State/Department regarding your character and antecedents, your services is liable to be terminated without giving any notice. After joining, you are required to submit four copies of character & antecedent verification forms duly filled in within a month positively. Specimen of character & antecedents verification form is available in the office of concerned NCC Units.
17. Your seniority will be fixed in accordance with Departmental Rules.
18. This appointment is subject to the condition(s) that if you are found unfit/unsuitable for appointment to Govt. service on the basis of Medical Report or on the basis of character & antecedent verification or getting entry into service by means of fake educational, caste certificates. Your services shall be terminated forthwith without prejudice to other terms and conditions.
19. This appointment is subject to any writ petition pending in the Hon'ble Punjab and Haryana High Court or any other court of law.

*Agmt*

If the above terms and conditions are acceptable to you, you may submit your joining report to concerned Commanding Officer at the given place within 15 days from the date of receipt of this appointment order along with 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 mistake/error.**

**RAJIV RATTAN**

Director Higher Education, Haryana,  
Panchkula

Endst. No. Even

Dated Panchkula, the 23.02.2023

A copy 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. Commanding Officer, 5 Haryana Bn NCC Gurugram. He is requested to allow the newly appointed candidate for joining after obtaining the medical fitness certificate by the Chief Medical Officer and also check/verify the original documents pertaining to his qualifications, experience, age and caste/category/domicile etc. Joining Report(s) may please be sent to this office. Medical Report, Oath of allegiance and one wife living affidavit be also sent to this office.
5. NCC Group Head Quarters, Rohtak.
6. Account Officer, College-III (Local) with respect to their order no. 09/02-2022 C-III (4) dated 16.02.2023.
7. PS/DHE
8. Additional Director General, NCC Haryana, Punjab, Himachal Pradesh, Chandigarh Admn., Chandigarh, Kendriya Sadan, Sector 9-A, Chandigarh.
9. The concerned Chief Medical Officer with the request that the candidate may kindly be medically examined and the medical report be handed over to concerned candidate.
10. The Treasury Officer concerned.
11. Sh Tushar Jain S/o Late Sh Vijay Jain, resident of House No 2297, Baba Deep Singh Gali, Jawahar Colony, Faridabad-121 001 (under registered cover).
12. Copy placed in the personal file of the official.
13. In-charge IT Cell for uploading on Web portal.

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Deputy Director Cadet Corps  
for Director Higher Education, Haryana,  
Panchkula

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