

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A STATE GOVERNMENT UNDERTAKING)
CHANDIGARH.

NOTIFICATION.

In exercising the powers conferred upon the Board of Directors under Article 110(I) of the Memorandum & Articles of the Association of the Company and under all other enabling provisions, the Board of Directors of Haryana Seeds Development Corporation Ltd. in their 89th meeting held on 30.5.1994 have made some amendments in Annexure-III of the 'Haryana Seeds Development Corporation Limited Employees Service Regulations, 1989' which were circulated to all concerned vide No. HSDC/Estt./P- /89/19375-80, dated 2.11.1989.

A complete copy of the said Service Regulations as amended/approved by the Board of Directors is enclosed herewith for information and record.

CHANDIGARH
DATED: 21.6.94.

H.C. DISODIA
MANAGING DIRECTOR.

Enclst. No. HSDC/Estt./P- /94/ 8224-27 Dated: 22.6.94

For distribution to:-

1. All the Divisional Heads/Officers at Head Office. They may also bring the above Regulations to the notice of the concerned employees. A copy of the Regulations is enclosed herewith.
2. All Regional Managers/Managers in the units for similar action as above. A copy of the Regulations is enclosed herewith.
3. P.A. to Managing Director, Chandigarh, along with copy of the Regulations.
4. P.A. to M.D., HSDC, Chandigarh, with a copy of the Regulations.
5. Concerned Files.

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MANAGER (P&A).

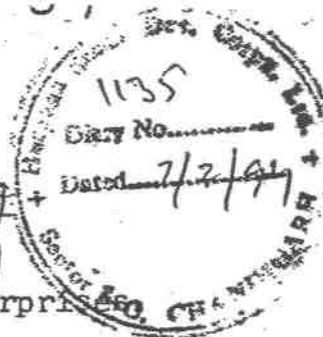
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From

The Member Secretary,
Haryana Bureau of Public Enterprises,
Finance Department.



To

The Managing Director,
Haryana Seeds Development Corporation Ltd.,
SCO No.169-170, Sector 8-C,
Chandigarh.

Memo.No.13/5/91/ARO/HBPE

Dated, Chandigarh, the 4th Feb: 1994

Subject:- Upgradation of the post of Company Assistant as
Assistant Secretary and promotion of the incumbent
Shri Kamal Raj Sharma.

....

✓ Kindly refer to your letter No.HSDC/Estt./F-416/93/1795
dated 17.12.1993 on the subject noted above.

2. In this regard you are requested to intimate the
Qualifications/experience and mode of recruitment prescribed
for the proposed post of Assistant Secretary.

Manoj
Assistant Research Officer,
for Member Secretary, Haryana Bureau of Public
Enterprises, Finance Department.

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Agenda Item No. _____

Subject:- Upgradation of the post of Company Assistant as Assistant Secretary and promotion of the incumbent Shri Kamal Raj Sharma - approval prescription of qualifications thereof.

The matter regarding upgradation of the post of Company Assistant to that of Assistant Secretary in the pay-scale of Rs. 2000-3500/- was placed before the 84th Meeting of the Board of Directors of HSDC held on 26.3.1993. The Board has approved the item subject to the condition that approval of Haryana Bureau of Public Enterprises may also be obtained. In pursuance of the decision of the Board, the matter regarding upgradation of the post of Company Assistant to that of Assistant Secretary was referred to the HBPE. The HBPE had considered the matter in their meeting held on 6.8.1993 but did not approve the matter stating that adequate justification has not been given.

Accordingly the agenda note was again prepared giving therein justification for upgradation of the post of Company Assistant to that of Assistant Secretary and was sent to Member Secretary, HBPE on 17.12.1993 with the request to place the same before the Standing Committee, HBPE for their consideration and approval.

In reference to above, the Member Secretary, HBPE vide his letter dated 4.2.1994 desired to intimate the qualifications/experience and mode of recruitment prescribed for the proposed post of Assistant Secretary. As stated above the post of Company Assistant is being upgraded to that of Assistant Secretary. Therefore, no such qualifications have yet been prescribed in the HSDC Employees Service Regulations, 1989. It is, therefore, proposed that we may prescribe qualifications for the said post as mentioned in the Annexure attached herewith.

Board may consider and approve the qualifications as mentioned in the Annexure for the post of Assistant Secretary.

Sr.No. Designation of post	Academic qualification and experience, if any, for direct recruitment.	Academic qualification and experience, if any for appointment other than by direct recruitment.	Age of candidates to be filled by direct recruitment.	Method of recruitment.
1. Assistant Secretary	i) Post Graduate from recognised university as Assistant. ii) Intermediate from the Institute of Company Secretary of India. iii) At least three years experience relating to Company law and Secretarial work.	Five years experience		Direct promotion/deputation.

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CHIEF MANAGER (P&A) 30/12/16

hafed



Haryana State Co-op Supply and Marketing Federation Limited

H.O. : SCO 19, SECTOR 7-C,
MADHYA MARG, CHANDIGARH-160019.
PHONES : 21731-34, CABLE : HAFED,
FAX : 42361, TELEX : 395-7274 HEFD-IN

No. Hafed/Estt/E-1/11/94

Dated: 27/6/94

The Managing Director,
The Haryana Seeds Development
Corporation Ltd.,
CHANDIGARH

Subject: Provisions for promoting the incumbent to the post
of Assistant-Secretary.

Sir,

I am directed to refer to your letter No. HSDC/Estt/F/94/7408 dated 7/6/94 on the subject cited above and to intimate that as per provision of S.N. 16 of Common Cadre Rules, 1988, the procedure to fill the post of Assistant Secretary is given as under :-

<u>S. No.</u>	<u>Name of Post</u>	<u>Mode of recruitment</u>	<u>Remarks</u>
16	Assistant Secretary	By Promotion	From amongst Assistants/P. As or Sr. Scale- Stenographer with 8 years serve .

Yours Faithfully,

A. S. Kaur
ESTABLISHMENT OFFICER
FOR MANAGING DIRECTOR
HAFED: CHANDIGARH 28/6/94

... Minutes of the meeting of the Standing Committee held on 20.12.1994 at 3.00 P.M.

12/1/95
(an line)
12/1/95
Will the Financial Commissioners/Commissioners and Secretaries to Government, Haryana, Co-operation Department, Irrigation and Power Department, Industries Department, Town and Country Planning Department, Agriculture Department, Tourism Department, Housing Department and Science and Technology Department, kindly refer to the subject noted above?

2. A copy of the minutes of the meeting of 'Standing Committees' held on 20.12.1994 at 3.00 P.M. under the Chairmanship of Shri Har Mohinder Singh Chatha, Chairman, HSPE is enclosed for conveying necessary approval regarding creation of posts/upgradation of posts/revision of pay scales etc. to the concerned Public Enterprises.

3. It is also clarified that in the meeting of all the Managing Directors/Chief Executives/Chief Administrators of the Public Enterprises held on 16.11.99 under the Chairmanship of Chief Minister, it was desired by the Chief Minister that no recruitment be made without his prior approval. Hence the concerned Public Enterprise/Administrative Department is advised to seek the approval of C.M. at the level of Administrative Department before taking steps to fill up the posts so approved by the 'Standing Committee'.

13/1/95
Accounts Officer (PE),
for Financial Commissioner & Secretary to
Government, Haryana, Finance Department.

To

1. Financial Commissioner & Secretary to Govt.,
Haryana, Co-operation Department,
2. Financial Commissioner & Secretary to Govt.,
Haryana, Irrigation & Power Department.

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3. Commissioner & Secretary to Government Haryana, Industries Department.
4. Commissioner & Secretary to Government, Haryana, Town & Country Planning Department.
5. Financial Commissioner & Secretary to Govt., Haryana, Agriculture Department.
6. Commissioner & Secretary to Govt., Haryana, Tourism Department.
7. Financial Commissioner & Secretary to Govt., Haryana, Housing Department.
8. Commissioner & Secretary to Government, Haryana, Science and Technology Department.

U.O.NO.1/16/FE(FD)-95 dated: 13th January, 1995.
Endst.No.1/16/9/FE(FD)-95 dated: 13th January, 1995.

A copy alongwith a copy of the minutes of the meeting of the 'Standing Committee' held on 20.12.1994 at 3.00 P.M. is sent to the following for information:-

1. Managing Director,
Haryana State Cooperative Apex Bank(HARCO Bank),
Chandigarh.
2. Managing Director,
Haryana State Cooperative Supply and Marketing
Federation (HAFED), Chandigarh.
3. Managing Director,
Haryana State Cooperative Land Development
Bank, Chandigarh.
4. Managing Director,
Haryana State Cooperative Development
Federation, Chandigarh.
5. Managing Director,
Haryana State Minor Irrigation & Tubewells
Corporation, Chandigarh.
6. Chief Executive,
Haryana Khadi and Village Industries Board,
Panchkula.
7. Managing Director,
Haryana Handloom and Handicrafts Corporation,
Chandigarh.
8. Managing Director,
Haryana State Industrial Development Corporation,
Chandigarh.
9. Managing Director,
Haryana Financial Corporation,
Chandigarh.

-3-

10. Chief Administrator,
Haryana Urban Development Authority (HUDA)
Panchkula.
- ✓ 11. Managing Director,
Haryana State Seed Development Corporation,
Chandigarh.
12. Managing Director,
Haryana Tourism Corporation,
Chandigarh.
13. Managing Director,
Haryana Agro Industries Corporation,
Chandigarh.
14. Chief Administrator,
Housing Board Haryana,
Chandigarh.
15. Managing Director,
Haryana State Remote Sensing Application
Centre (HARSAC) Hissar.
16. Director,
Agriculture Department, Haryana,
Chandigarh.
17. Director,
Industries Department Haryana,
Chandigarh.
18. Registrar,
Co-operative Societies Haryana,
Chandigarh.

[Signature]
Accounts Officer (FE)
for Financial Commissioner & Secretary to Govt.
Haryana, Finance Department. *19/1/95*

- CC:-
1. Secretary/Chairman/HBFE.
 2. PA/Deputy Chairman/HBFE.
 3. PS/FCF.
 4. PA/Member Secretary, HBFE.
 5. Sh. Raj Kumar Gupta, Advocate.
Member/HBFE, Kothi No. 20, Sector-19,
Chandigarh.
 6. PA/JSF (FE).
 7. Personnel Advisor, HBFE.
 8. MC/HBFE.
 9. Financial Adviser, HBFE.

- 64 -

Proceedings of the meeting of the Standing Committee on Public Enterprises held on 20.12.94 at 3.00 P.M. under the chairmanship of Sh. Harmohinder Singh Chatha, Chairman/HBPE and Standing Committee.

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The meeting of the Standing Committee on Public Enterprises was held on 20.12.94 at 3.00 P.M. under the chairmanship of Shri Harmohinder Singh Chatha, Chairman/HBPE and Standing Committee in the Conference Hall of HBPE, Shop-cum-office No.200-201, Sector 17-C, Chandigarh. A list of the participants is placed at Annexure-'A'.

The Agendawise discussions and decisions taken are as under:-

Agenda Item No.1: HARYANA STATE COOPERATIVE APEX BANK (HARCOBANK)

To review the post of Project Preparation specialist alongwith the posts of Textile Engineer and Agro Industries Engineer.

The proposal was considered and HARCO Bank was advised to get it approved from its Board of Directors first before forwarding to Standing Committee for its consideration.

Agenda Item No.2: HARYANA STATE COOPERATIVE SUPPLIES AND MARKETING FEDERATION (HAFED)

a) Revision of pay scale of Personal Assistant

The proposal was considered and it was decided to revise the pay scale of Personal Assistants working in HAFED as applicable in the Head of Department i.e. Registrar Cooperative Societies, Haryana. v.e.f. 1.12.94.

b) Revision of pay scale of the employees of the Spinning Mills Hansi and removal of anomalies.

The proposal was considered and it was decided to constitute a Sub-Committee comprising Member Secretary/ HBPE, M.D., Hafed, Joint Secretary Finance (Pay Revision) and General Manager, Hansi Spinning Mills to look into the

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details of the proposal and to submit its recommendations to the Standing Committee.

Agenda Item No.3: HARYANA STATE COOPERATIVE LAND DEVELOPMENT BANK.

Creation of one post of PBX Operator

The proposal was considered and it was decided to obtain the paystructure of all categories of employees of the Bank first before taking a decision.

Agenda Item No.4: HARYANA STATE COOPERATIVE DEVELOPMENT FEDERATION.

Creation of Machine man(Automatic)

The proposal was considered and it was decided that the Federation may send a proposal after getting it approved from its Board of Directors.

Agenda Item No.5: HARYANA STATE MINOR IRRIGATION AND TUBEWELL CORPORATION.

Revision of the pay scale of the post of Director Ground Water from Rs. 3700-5000 to Rs. 4100-5300.

The proposal was considered and it was decided to revise the pay scale of the post of Director Ground Water from Rs. 3700-5000 to Rs. 4100-5300 w.e.f. 1.12.94.

Agenda Item No.6: HARYANA KHADI AND VILLAGE INDUSTRIES BOARD

Change of qualification and experience of the post of Section Officer(Legal and Recovery).

The proposal was considered and approved as proposed.

Agenda Item No.7: HARYANA HANDLOOM AND HANDICRAFTS CORPORATION

a) Revision of pay scales of Accounts Officer and Development Officer(Head Quarter).

The proposal was postponed.

- b) Upgradation of post of Private Secretary from Rs.1640-2900+150 Spl. Pay to Rs.2000-3500+200 Spl. Pay.

The proposal was considered and it was approved to upgrade the pay scale of one post of Private Secretary from Rs.1640-2900+150 Spl. Pay to Rs.2000-3500 without special pay w.e.f. 1.12.94.

- c) Abolishing the post of General Manager(HCS)

The proposal was considered and it was decided to abolish the post of General Manager(HCS) existing in the Corporation. However, the Corporation was advised to refer the matter to Chief Secretary's office for formal clearance.

Agenda Item No.8: HARYANA STATE INDUSTRIAL DEVELOPMENT CORPN.

- a) Change in designation of Sh. Bablesh Kumar Audio Visual Equipment Operator to Manager (Audio Visual Equipment)

The proposal was considered and it was decided to change the designation from Audio Visual Equipment Operator to Deputy Manager, Audio Visual Equipment in the payscale of Rs.1640-2900.

- b) Creation of 2 posts of Drivers in the pay scale of Rs.1200-2040+200 Spl. Pay for Gurgaon and Karnal.

The proposal was considered and it was decided to create 2 posts of Drivers in the payscale of Rs.1200-2040+ Rs.100 Spl. Pay for Gurgaon and Karnal subject to the clearance of purchase of two cars from the Finance Department.

Agenda Item No.9: HARYANA FINANCIAL CORPORATION

- a) Creation of 2 posts of Computer Operators one by conversion of the post of driver and other by new creation.

The proposal was considered and it was decided to approve conversion of one post of Driver to that of Computer Operator and to create one new post of Computer

Operator in the payscale of Rs.1400-2600.

- b) Upgradation of the post of General Manager in the payscale of Rs.5900-6700 to that of Executive Director in the payscale of Rs.7300-7600.

The proposal was considered and it was decided to upgrade the post of General Manager to that of Executive Director in the payscale of Rs.7300-7600. It was also decided that this upgradation would be personal to the present incumbent which, inter alia, means that as and when the present incumbent leaves the job or retires the post of Executive Director shall be converted into General Manager.

- c) Upgradation of 3 posts of Addl. General Manager in the payscale of Rs.4100-5300 to that of General Managers in the payscale of Rs.5900-6700.

The proposal was considered and it was decided to upgrade 3 posts of Addl. General Managers in the payscale of Rs.4100-5300 to that of General Managers in the payscale of Rs.4800-5700 subject to fulfilment of norms of Personal Promotion Policy of Corporation. However, with this upgradation the post of Addl. General Managers shall stand abolished.

- d) Upgradation of one post of Deputy General Manager in the payscale of Rs.3700-5000 to the post of Addl. General Manager in the payscale of Rs.4100-5300.

The proposal was considered and it was decided to upgrade one post of Deputy General Manager to that of Addl. General Manager in the payscale of Rs.4100-5300. However, one post of Deputy General Manager will stand abolished and will be reduced from the total sanctioned strength of Deputy General Managers.

Item No.10: HARYANA URBAN DEVELOPMENT AUTHORITY (HUDA)

- a) Creation of one post of Addl. Chief Engineer.

The proposal was considered and it was decided to

-5-

create one post of Addl. Chief Engineer in the payscale of Superintending Engineer i.e. Rs: 4100-5300 with special pay of Rs 400/-.

b) Creation of the posts for Fire Service Station at Panchkula.

The proposal was considered and it was decided to create the following posts:-

	Designation	Number of posts	Scale
1.	Fire Station Officer	1	1640-2900
2.	Leading Fire Man	4	1200-2040
3.	Driver Operation	4	1200-2040
4.	Fireman	7	950-1450

It was also decided that the above staff may be taken on deputation or on transfer basis from the Local Bodies.

Department where the prescribed rules with the Qualification and experience of the above staff are available.

Agenda Item No.11: HARYANA STATE SEEDS DEVELOPMENT CORP.

a) Upgradation of 5 posts of Senior Scale Stenographers to that of Personal Assistants in the payscale of Rs. 1640-2900-150 Rs. Pe

The proposal was considered and it was decided to upgrade 2 posts of Senior Scale Stenographers to that of PAs in the payscale of Rs. 1640-2900-150 as Sp. H. Rs. 200. He posted only with the officers having the payscale of Rs. 4100-5300. However, this decision was based on the recommendations of the M.D. that there are 2 posts in the Corporation having the payscale of Rs. 4100-5300.

b) Upgradation of the posts of Company Assistant to that of Assistant Secretary.

The proposal was considered and it was decided to upgrade one post of Company Assistant to that of Assistant Secretary in the payscale of Rs. 2000-3500.

It was also decided that with this upgradation, the post

of Company Assistant shall stand abolished.

- c) Creation of one post of Personal Assistant to Managing Director.

The proposal was considered and not approved as it was found to be without justification.

Agenda Item No. 12: HARYANA AGRO INDUSTRIES CORPORATION.

- a) Revision of payscale of Foreman from Rs. 1600-2660 to Rs. 1640-2900.

- b) Revision of payscale of Accounts Officer and Senior Accounts Officer.

The above proposals were deferred on a request of the Managing Director of the Corporation.

Agenda Item No. 13: HARYANA TOURISM CORPORATION.

Creation of 6 posts of T.V. Mechanics in the payscale of Rs. 1200-2040.

The proposal was postponed.

Agenda Item No. 14: HARYANA HOUSING BOARD.

- a) Revision of payscale of Junior Draftsman, Senior Draftsman and Architectural Assistant.

The proposal was considered and it was decided to revise the payscale of Junior Draftsman, Senior Draftsman and Architectural Assistant as under:-

Name of the post	Existing payscale	Revised payscale	With effect from
Junior Draftsman	1600-2660	1640-2900	1.12.94
Senior Draftsman	1640-2900	2000-3200	-do-
Architectural Asstt.	1640-2900 + 100 S. Pay.	2000-3200 + 100 S. Pay.	-do-

The above revision was with the condition that the qualification and experience of these posts should be at par with their counterparts in the Government Departments.

- b) Revision of payscale of the Engineers (AEE/AE/SJO/SDE Class-I and Class-II)

The proposal was considered and the Board was advised to take up this matter with its Board of Directors/ Administrative Department for a decision.

Agenda Item No. 15: HARYANA STATE REMOTE SENSING
APPLICATION CENTRE (HARSAC)

- Revision of payscale of the Administrative
Officer from Rs. 2000-3500 to Rs. 2200-4000.

The proposal was considered and not approved as it was found to be without justification.

The meeting ended with a vote of thanks to the Chair.

Sub. Proceedings of the Meeting held on 29.01.2004 under the Chairmanship of Sh. Chander Singh, Chairman, HBPE and Standing Committee on Public Enterprises regarding restructuring proposals of Haryana Seeds Dev. Corpn. Ltd.

1. A list of participants is enclosed at Annexure-A.
2. A meeting was held under the Chairmanship of Sh. Chander Singh, Chairman, HBPE and Standing Committee on Public Enterprises regarding restructuring proposals of Haryana Seeds Development Corporation Ltd. The Financial Commissioner & Principal Secretary to Govt. of Haryana, Agriculture Deptt.-cum-Chairman, HSDC informed that as per guidelines issued by the Govt. regarding restructuring of posts/staff, HSDC is already exercising control to curtail the expenses. The Corporation also abolished 27 posts and retrenchment of staff was also done when 85 posts were abolished by the BOD. The handling & cleaning work at Processing Plants has been given on contract basis instead of engaging DPLs. The Corporation has also awarded the job of security of two units on contract basis due to acute shortage/retirement of Chowkidars. Further, Financial Commissioner & Principal Secretary to Govt. of Haryana, Agril. Deptt. informed that in view of the Member Secretary, Haryana Bureau of Public Enterprises letter endst. No.9/9/2002/ARO/HBPE(FD) dated 11.3.2003 a meeting under his Chairmanship was held. The position regarding suitability and requirement of each post(category wise) was reviewed and subsequently the BOD of HSDC decided that:-

1. The incumbent working as Chief Engineer will retire on 31.12.2008. After his retirement the post will be stand abolished/down graded as Executive Engineer.
2. Two posts of Regional Managers have been abolished.
3. One post of Manager(Veg.) has been abolished.
4. One post of Mktg. Asstt. has been abolished.
5. One post of Salesman has been abolished.

Regarding Peons it was decided that six posts of Peons may not be considered as surplus. Alternatively Corporation may take up this matter with other Boards and Corporations at its own level for their adjustment. However no fresh appointment should be made even after the retirement of any incumbent.

hds

[Signature]
Managing Director
Haryana Seeds Development Corporation Ltd.
Gurgaon

- 74 -

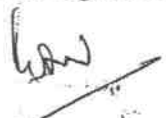
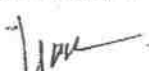
In the above background the Standing Committee considered the requirement of each and every category of post as well as their numbers and following decisions were taken:-

- i) The post of Chief Engineer is considered as of diminishing cadre.
- ii) One post of Assistant Engineer(Agril.) is considered as of diminishing cadre.
- iii) Categories of some equal pay-scale/cadre posts may be merged in each other to reduce the number of categories/cadres.
- iv) The post of EPBAX Operator/Receptionist-cum-Telephone Attdt. Are considered as of diminishing cadre.
- v) One post of SSGA is considered as of diminishing cadre.
- vi) Keeping in view the sufficient posts of Store-Keepers and Helpers available in the Corporation the posts of Store-Clerks are not required and, therefore, three posts of Store-Clerks are considered as of diminishing cadre.
- vii) The post of Programmer-cum-Statistical Assistant be abolished. In the meeting Chairman, HBPE desired that it would be better to train an official of Corpn. for meeting the requirement of Computer Professional.
- viii) Two post of Sr. Mechanic, three post of Jr. Mechanic & seven post of Helper to Mechanic are considered as of diminishing cadre.
- ix) Two posts of Tubewell Operators are considered as of diminishing cadre. However, services against these posts to be outsourced in future.
- x) The posts of Jamadars/Daftri, Chowkidars, Sweepers and Mali are considered as of diminishing cadre. However, services against these posts to be outsourced in future.
- xi) Five posts of Peons are considered as of diminishing cadre and one vacant post abolished.

Category wise details of the posts sanctioned, filled up and revised strength approved by the committee after detail deliberations are given in the enclosed Annexure 'B'.

The Corporation was allowed to fill up the vacancies in different categories on the basis of the number of posts approved by the Committee in relaxation of the ban imposed by the Finance Department on recruitment.

The meeting ended with a vote of thanks to the Chair.



Managing Director
Haryana Seeds Development Corp.
Gurgaon

Annexure 'A'

List of participants in the meeting held on 29.1.12004 at 12.15 P.M. under the Chairmanship of Sh. Chander Singh, Chairman, Haryana Bureau of Public Enterprises and Standing Committee on Enterprises consider the restructuring proposal of Haryana Seeds Development Corporation Limited.

- | <u>Sr.No.</u> | <u>Name & Designation</u> |
|---------------|--|
| 1. | Shri K.S. Bhorla, IAS,
Financial Commissioner & Principal Secretary to
Government Haryana, Agriculture Department. |
| 2. | Shri Sanjay Kothari, IAS,
Member Secretary,
Haryana Bureau of Public Enterprises,
Finance Department. |
| 3. | Shri Rajeev Arora, IAS,
Director,
Agriculture, Haryana, Panchkula. |
| 4. | Shri Krishan Kumar, IAS,
Managing Director,
Haryana Seeds Development Corporation Ltd. |
| 5. | Shri M.S. Yadav,
Chief Manager(P&A), HSDC. |
| 6. | Shri S.P. Malhotra,
Chief Finance & A/cs Officer, HSDC. |

From HBPE/FD

- | | |
|-----|--|
| | Shri Rajesh Bansal,
Management Consultant |
| ii. | Smt Kiran Lekha Walia,
Financial Advisor. |


Managing Director
Haryana Seeds Development Corpn. Ltd.
Panchkula


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-74-

ANNEXURE 'B'

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
CATEGORYWISE REVISED STAFF STRENGTH APPROVED BY THE STANDING COMMITTEE

No.	Name of post	No. of post sanctioned	No. of posts filled up	No. of Posts approved by the committee	No. of posts abolished	No. of posts in diminishing cadre	Remarks
	Class-I(Grade-A)	1	1	1		1	
	Managing Director	1	1	1			
	Chief Engineer	1	1	1			
	Chief Manager(P&A)	1	1	1			
	Chief Manager Mkis	1	1	1			
	Chief Fin. & A.O.	1		1			
	Chief Mgr. Production	1		1			
	Company Secretary	1		1			
	Quality Control Manager	1		2			
	Executive Engineer	2	1				
	Regional Manager	11	6	10			
	Total:-						

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-75-

No.	Name of post	No. of post sanctioned	No. of posts filled up	No. of Posts approved by the committee	No. of posts abolished	No. of posts in diminishing cadre	Remarks.
	Class-II(Grade-B)	2	2	2	-	-	
	Sr.Fin. & A.O.	9	9	9	-	-	
	Managers/S.T.O.	3	3	2	-	1	
	Asst. Engineers(Agr.)	1	1	1	-	-	
	Pvt. Secretary	1	1	1	-	-	
	Asst. Secretary	2	2	2	-	-	
	Marketing Officers	9	9	9	-	-	
	Asst. Mktg. Officer	1	1	1	-	-	
	Asst. Personnel Officer	1	1	1	-	-	
	Asst. Purchase Officer	8	8	8	-	-	
	Seed Prodn. Officer	6	6	6	-	-	
	Accounts Officer	43	43	42	-	1	
	Total:-						

Managing Director
Kerala State Development Corp. Ltd.
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-76-

Name of post	No. of post sanctioned	No. of posts filed up	No. of Posts approved by the committee	No. of posts abolished	No. of posts in diminishing cadre	Remarks.
Class-III (Grade-C)						
Assistant	17	17	17			One post of Publicity Asstt. merged with the posts of Asstt.
Accountant	10	10	10			
Junior Engineer(C)	1	1	1			
Asst. Seed Prodn. Officer	35	33	35			
Accounts Assistant	7	7	7			
Marketing Assistant	26	25	26		2	
PBX Operator/ Receptionist-cum-Telephone Attd.	2	2	2			
Personal Asstt.	4	4	4			
Store Keeper	9	9	9			
Sr. Scale Stenographer	4	4	4			
Jr. Scale Stenographer	4	3	4			
Steno-typists	9	9	9			
Accounts Clerk	13	12	13			One post of Time Keeper merged with the posts of Clerk.
Clerks/Time Keeper	36	35	36			
Salesmen	62	62	62		3	
Jr. Mechanics	13	13	10		2	
Sr. Mechanics	5	5	3		1	
Sub. Station Gen. Attendant	3	3	2			
Electrician	5	5	5		5	The number of posts of Driver should not exceed the number of vehicles in future.
Drivers	15	15	10			
Store Clerks	3	3			3	
Programmer -Cum-Statistical Assistant	1					
Duplicating Machine Opt.	1	1	1			
Total:-	288	278	268	4	16	

Approved by the Committee
for the purpose of the post.

One

Name of post	No. of post sanctioned	No. of posts filled up	No. of Posts approved by the committee	No. of posts abolished	No. of posts in diminishing cadre	Remarks.
Class-IV (Grade-D)					7	
Helper to Mechanic	7	7	1	-	-	
Shop Helper	1	1	1	-	4	
Store Helper	10	10	6	-	2	Service to be outsourced in future
Tubewell Operator	2	2	-	-	3	Service to be outsourced in future
Dafari / Jamadar	3	3	-	7	17	Service to be outsourced in future
Chowkidar	24	17	31	1	5	
Peon	37	36	7	1	6	Service to be outsourced in future
Sweeper	7	6	7	-	-	
Helper	7	7	7	-	1	Service to be outsourced in future
Mali	1	1	-	9	45	
Total:-	99	90	45	13	63	
Grand Total	441	417	365	13	63	

Note:- Diminishing cadre implies that as and when the post(s) falls vacant due to any reason i.e. retirement, resignation, death, adjustment elsewhere etc., the post(s) stand abolished forthwith.

Managing Director
Haryana Seeds Development Board, Haryana
Panchkula

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-78-

Annexure

(Name of the Organisation : HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED)

Sr. No.	Name of the Post	Existing Functional Pay scale	Revised Functional Pay Structure w.e.f 1.1.2006		
			Name Of Pay Band	Corresponding Pay Band	Corresponding Grade Pay
1	CHIEF ENGINEER	12000-16500	PB-3	15600-39100	7600
2	CHIEF MANAGER MARKETING	12000-16500	PB-3	15600-39100	7600
3	CHIEF MANAGER PRODUCTION	12000-16500	PB-3	15600-39100	7600
4	CHIEF FINANCE & ACCOUNTS OFFICER	12000-16500	PB-3	15600-39100	7600
5	CHIEF MANAGER (P&A)	10000-15200	PB-3	15600-39100	6400
6	COMPANY SECRETARY	10000-13900	PB-3	15600-39100	6000
7	QUALITY CONTROL MANAGER	10000-13900	PB-3	15600-39100	6000
8	EXECUTIVE ENGINEER	10000-13900	PB-3	15600-39100	6000
9	REGIONAL MANAGER	10000-13900	PB-3	15600-39100	6000
10	SR. FINANCE & ACCOUNTS OFFICER	8000-13500	PB-2	9300-34800	5400
11	MANAGER/STO	8000-13500	PB-2	9300-34800	5400
12	ASSISTANT ENGINEER (AGRI) DEGREE HOLDER	8000-13500	PB-2	9300-34800	5400
13	ASSISTANT ENGINEER (AGRI) DIPLOMA HOLDER	6500-10500	PB-2	9300-34800	4200
14	MARKETING OFFICER	7450-11500	PB-2	9300-34800	4600
15	PRIVATE SECRETARY	6500-10500	PB-2	9300-34800	4200
16	ASSISTANT SECRETARY	6500-10500	PB-2	9300-34800	4200
17	ASSISTANT MARKETING OFFICER	6500-10500	PB-2	9300-34800	4200
18	ASST. PERSONNEL OFFICER	6500-10500	PB-2	9300-34800	4200
19	ASST. PURCHASE OFFICER	6500-10500	PB-2	9300-34800	4200
20	SEED PRODUCTION OFFICER	6500-10500	PB-2	9300-34800	4200
21	ACCOUNTS OFFICER	6500-10500	PB-2	9300-34800	4200
22	SECTION OFFICER	6500-9900	PB-2	9300-34800	4000
23	PERSONAL ASSISTANT	5500-9900	PB-2	9300-34800	3600
24	JUNIOR ENGINEER	5500-9900	PB-2	9300-34800	3600
25	ASSISTANT SEED PRODUCTION OFFICER	5500-9900	PB-2	9300-34800	3600
26	ACCOUNTANT (S.T.)	5450-8000	PB-2	9300-34800	3300
27	ASSISTANT	5000-7800	PB-2	9300-34800	3200
28	ACCOUNTS ASSISTANT	5000-7800	PB-2	9300-34800	3200
29	MARKETING ASSISTANT	5000-7800	PB-2	9300-34800	3200
30	DEY ANT INCT	5000-7800	PB-2	9300-34800	3200

Sr. No.	Name of the Post	Existing Functional Pay scale	Revised Functional Pay Structure w.e.f 1.1.2006			
			Name Of Pay Band	Corresponding Pay Band	Corresponding Grade Pay	
✓ 31	STORE KEEPER	5000-7850	PB-2	9300-34800	3200	
32	SENIOR SCALE STENOGRAPHER	5000-7850	PB-2	9300-34800	3200	
33	SR. MECHANIC	5000-7850	PB-2	9300-34800	3200	
34	JUNIOR SCALE STENOGRAPHER	4000-6000	PB-1	5200-20200	2400	
35	ACCOUNTS CLERK	4000-6000	PB-1	5200-20200	2400	
36	JR. MECHANIC	4000-6000	PB-1	5200-20200	2400	
37	SUB STATION GENERATOR ATTENDENT	4000-6000	PB-1	5200-20200	2400	
38	ELECTRICIAN	4000-6000	PB-1	5200-20200	2400	
39	DRIVER	3050-4590	PB-1	5200-20200	1900	
40	STENO TYPIST	3050-4590	PB-1	5200-20200	1900	
41	CLERK/TIME KEEPER	3050-4590	PB-1	5200-20200	1900	
42	SALESMAN	3050-4590	PB-1	5200-20200	1900	
43	STORE CLERK	3050-4590	PB-1	5200-20200	1800	
44	DUPLICATING MACHINE OPT.	3050-4350	PB-1	5200-20200	1400	
45	HELPER TO MECHANIC (ITI)	2610-3540	-IS	4440-7440	1650	
46	HELPER TO MECHANIC (NON ITI)	2650-4000	-IS	4440-7440	1400	
47	DAFTAR/IJAMADAR	2610-3540	-IS	4440-7440	1300	
48	SHOP HELPER	2550-3200	-IS	4440-7440	1300	
49	TUBEWELL OPERATOR	2550-3200	-IS	4440-7440	1300	
50	CHOWKIDAR	2550-3200	-IS	4440-7440	1300	
51	PEON	2550-3200	-IS	4440-7440	1300	
52	SWEEPER	2550-3200	-IS	4440-7440	1300	
53	MALI	2550-3200	-IS	4440-7440	1300	

- 80 -

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A STATE GOVERNMENT UNDERTAKING)
BAYS 3-6, SECTOR-2,
PANCHKULA.

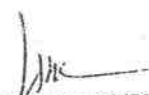
No. HSDC/Estt./F-524(Vol.II)/04/ 6156-59
Dated: 17/5/2004

NOTIFICATION.

In exercising the powers conferred upon the Board of Directors under Article 110(I) of the Memorandum & Articles of the Association of the Company and under all other enabling provisions, the Board of Directors of Haryana Seeds Development Corporation Ltd. in their 133rd meeting held on 24.3.2004 have incorporated the following provision in the Haryana Seeds Dev. Corporation Ltd. Employees Service Regulations, 1989 by introducing it as Regulation No. 6.1(iv) under Chapter VI:-

"Every Government servant and employee of Boards, Corporations and other bodies under the control of Haryana Govt., shall after his marriage furnish a declaration stating that he has not taken any dowry to Head of Department/Board/Corporation/other body under the control of Haryana Government. The declaration shall be signed by the wife, father and father-in-law".

Therefore, necessary addition be made by all concerned in the Haryana Seeds Dev. Corpn. Ltd. Employees Service Regulations, 1989, which were circulated to them vide No. HSDC/Estt./F-189/19376-80, dated 2.11.1989.


(KRISHAN KUMAR)
MANAGING DIRECTOR.

For distribution to:-

1. All Divisional Heads/Officers at HSDC, Head Office.
2. All Regional Manager/Managers/Mktg. Officers in the Units of HSDC.
3. The Director-cum-Chief Dowry Prohibition Officer, Women & Child Develop Department, Haryana, Chandigarh with reference to their D.O. No. 45899, dated 30.12.03.
4. P.A. to M.D., HSDC, Panchkula.
5. Guard file.

-81-

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A STATE GOVERNMENT UNDERTAKING)
BAYS 3-6, SECTOR-2,
PANCHKULA.

No. HSDC/Estt./F-524(Vol.II)/04/6780
Dated: 28/5/2004 83

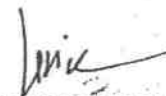
NOTIFICATION.

In exercising the powers conferred upon the Board of Directors under Article 110(I) of the Memorandum & Articles of the Association of the Company and under all other enabling provisions, the Board of Directors of Haryana Seeds Development Corporation Ltd. in their 133rd meeting held on 24.3.2004 have amended the existing Regulation 6.10 of Haryana Seeds Dev. Corporation Ltd. Employees Service Regulations, 1989 in the following manner:-

- Appeal 6.10 1) Save in case of an order passed by the Board of Directors every employee shall be entitled to appeal against any order of imposing any penalty specified in regulation 6.2.
- 2) An appeal under sub-regulation(1) shall lie:-
- a) When the order imposing the penalty is passed by the Managing Director to the Financial Commissioner & Principal Secretary / Commissioner & Secretary to Govt. Haryana, Agriculture Department.
 - b) No appeal shall lie against any order passed by appellate authority under sub-regulation(2).

Therefore, necessary amendment be made by all concerned in the Haryana Seeds Dev. Corpn. Ltd. Employees Service Regulations, 1989, which were circulated to them vide No. HSDC/Estt./F- /89/19376-80, dated 2.11.1989.

This issues with the concurrence of Haryana Govt. conveyed vide Memo No. Agri.II(3)-2004/9586, dated 28.5.04.


(KRISHAN KUMAR)
MANAGING DIRECTOR.

For distribution to:-

1. The Financial Commissioner & Principal Secretary to Govt. Haryana, Agriculture Department, Chandigarh.
2. All Divisional Heads/Officers at HSDC, Head Office.
3. All Regional Manager/Managers/Mktg. Officers in the Units of HSDC.
4. P.A. to M.D., HSDC, Panchkula.
5. Guard file.

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DESPATCHED

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From

The Financial Commissioner & Principal Secy. to
Govt., Haryana, Agriculture Department.

The Managing Director,
Haryana Seeds Development Corporation,
Panchkula.

Memo.No. 1530-Agr.II(3)-2004/1055P
Chandigarh, dated the 16/6/04

Subject: Proceedings of the meeting of Standing Committee
on Public Enterprises held, on 29.1.2004.

The Government has accorded its approval on the
decisions of the Standing Committee on Public Enterprises taken
in its meeting held on 29.1.2004 under the chairmanship of Shri
Chander Singh, Chairman, Haryana Bureau of Public Enterprises
and Standing Committee on Public Enterprises in regard to
restructuring proposal of Haryana Seeds Development Corporation
(copy enclosed) which has been approved by the Hon'ble Chief
Minister, Haryana.

2. This issues with the concurrence of Finance Department
(HBPE) conveyed vide their U.O.No. 20/5/2004/Acctt/HBPE(FD),
dated 27.4.2004.

Deputy Secretary,
for Financial Commissioner & Principal Secy. to
Govt., Haryana, Agriculture Department.

Contd..p/2

- 83 -

Endst.No. 1530-Agri.II(3)-2004/

Chandigarh, dated

A copy is forwarded to the Accountant General(A&E) Haryana, Chandigarh for information and necessary action.

sd -

Deputy Secretary,
for Financial Commissioner & Principal Secy.to
Govt., Haryana, Agriculture Department.

A copy is forwarded to the Member Secretary, Haryana, Bureau of Public Enterprises, Finance Department, Chandigarh w.r.t. their U.O.No. 20/5/2004/Acctt/HBPE(FD), dated 27.4.2004.

sd -

Deputy Secretary,
for Financial Commissioner & Principal Secy.to
Govt., Haryana, Agriculture Department.

To

The Member Secretary,
Haryana Bureau of Public Enterprises
(HBPE), Finance Department.

U.O.No. 1530-Agri.II(3)-2004/

Chandigarh, dated

**

Endst.NO. HSDC/ACS/F- /2004/ 7638

Dated:- 17/6/04

A copy of above letter forwarded to CM(P&A) for information and necessary action along with proceedings (7 pages) in original.

SR. FINANCE & ACCOUNTS OFFICE

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DESPATCHED

Now original copy has been provided. Please put up

ADP
EAM

17/6/04

MMA
17/6/04

-84-

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A STATE GOVERNMENT UNDERTAKING)
BAYS 3-6, SECTOR 2,
PANCHKULA.

No.HSDC/Estt/F-2(iii)/07/ 1121
Dated:- 28/6/2007 — 25

ORDER

Consequent upon receipt of Administrative approval, vide their Memo No.1704-Agri.II(3)-2007/10356 dated 15.6.2007, from the Financial Commissioner & Principal Secretary to Govt., Haryana, Agriculture Department, 10 posts of Store Helpers in the Corporation are hereby upgraded to that of Store Clerk, with effect from 15.6.2007.

Dhanpat Singh
(DHANPAT SINGH) 28.6.2007.
MANAGING DIRECTOR.

CC to:-

1. All Store Helpers, of the Corporation at field offices.
2. All Divisional Heads at HSDC, HO
3. All Unit Incharges, in the units of HSDC.
4. P.S. to M.D, HSDC, Head Office.
5. EA-I to V/Caretaker/Daftri.
6. Personal files.

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A STATE GOVT. UNDERTAKING)
BAYS 3-6, SECTOR -2
PANCHKULA.

No.HSDC/ESTT/F-524/Vol.II/09/ 1264344
Dated: 18/10/2009

NOTIFICATION

In exercise of the powers conferred upon the Board of Directors under Article 110 (I) of the Memorandum and Articles of the Association of the Company and under all other enabling provisions, the Board of Directors of the Haryana Seeds Development Corporation Limited in their 156th meeting held on 12.8.2009 have amended the way of recruitment of Clerks in the Haryana Seeds Development Corporation Limited Employees Service Regulations, 1989 as under:

"The 80% posts of Clerks may be filled up by way of direct recruitment and 20% by way of promotion amongst the Class-IV employees on the basis of seniority-cum-fitness."

Therefore, necessary addition/amendment as above be made by all concerned in the Haryana Seeds Development Corporation Limited Employees Service Regulations, 1989 which were circulated to them vide No.HSDC/ESTT/F 189/ 19376-80, dated 2.11.1989.


MANAGING DIRECTOR.

For distribution to:

- 1- All Divisional Heads/Officers at HSDC, Head Office.
- 2- All Regional Managers/Managers/Marketing Officer in the units of HSDC.
- 3- Guard file.


SECRETARY


SECRETARY

18/10/09

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A STATE GOVT. UNDERTAKING)
BAYS 3-6, SECTOR -2
PANCHKULA.

No.HSDC/ESTT/F-524/Vol.II/09/
Dated: 19/11/2009

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-48

NOTIFICATION

In exercise of the powers conferred upon the Board of Directors under Article 110 (I) of the Memorandum and Articles of the Association of the Company and under all other enabling provisions, the Board of Directors of the Haryana Seeds Development Corporation Limited in their 156th meeting held on 12.8.2009 have amended the qualification of Peons & Chowkidars in the Haryana Seeds Development Corporation Limited Employees Service Regulations, 1989 as under:

"The qualification of Peons & Chowkidars of the Corporation is amended as "Middle Pass with Hindi" instead of "8th Class Pass".

Therefore, necessary addition/amendment as above be made by all concerned in the Haryana Seeds Development Corporation Limited Employees Service Regulations, 1989 which were circulated to them vide No.HSDC/ESTT/F /89/ 19376-80, dated 2.11.1989.


MANAGING DIRECTOR.

For distribution to:

- 1- All Divisional Heads/Officers at HSDC. Head Office.
- 2- All Regional Managers/Managers/Marketing Officer in the units of HSDC.
- 3- Joint Secretary, General Administration, Chief Secretary Office, Haryana with reference to their letter No.42/116/2009-5GSI, dated 4th June, 2009.
- 4- The Financial Commissioner & Principal Secretary to Govt. Haryana, Agriculture Department, Chandigarh.
- 5- Guard file.


DEPUTY SECRETARY

DEPUTY SECRETARY

19/11/09

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A STATE GOVERNMENT UNDERTAKING)
PANCHKULA.

NOTIFICATION.

Consquent upon issuance of instructions regarding raising age for entry into Government service by the State Govt. and in exercising the powers conferred upon the Board of Directors under Article 110(I) of the Memorandum & Articles of the Association of the Company and under all other enabling provisions, the Board of Directors of Haryana Seeds Dev. Corpn. Ltd. in their 116th meeting held on 13.12.99 have Taised the maximum age limit for recruitment from 35 yrs. to 40 yrs. Therefore, necessary ammendment be made by all concerned in the Haryana Seeds Development Corporation Ltd. Employees Service Regulations, 1989, which were circulated to them vide No. HSDC/Estt./F- /89/19376-80, dated 2.11.1989.

PANCHKULA
DATED: 12.6.2K.

K.K. KHANDELWAL
MANAGING DIRECTOR.

Endst. No. HSDC/Estt./F- 12K/

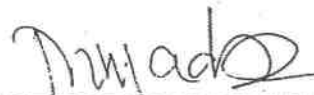
6587-84

Dated:

18/6/2010

For distribution to:-

1. All the Divisional Heads/Officers at HSDC, Head Office.
2. All Regional Managers/Managers/Marketing Officers in the units.
3. P.A. to Chairman, HSDC, Chandigarh.
4. P.A. to M.D., HSDC, Panchkula.
5. Concerned files.


CHIEF MANAGER(P&A).

Subject: Proceedings of the meeting of Standing Committee on Public Enterprises held on 14.05.2012 at 4.00 P.M.

Will the Financial Commissioner & Principal Secretary to Govt. Haryana, Town & Country Planning Department/Urban Local Bodies Department/Power Department/Home Department/Agriculture Department/Tourism Department/Industries Department kindly refer to the subject noted above?

2. A copy of proceedings of the meeting of the Standing Committee held on 14.05.2012 at 4.00 P.M. under the Chairmanship of Shri Ajit M. Sharan, IAS, Chairman, Standing Committee on Public Enterprises is enclosed herewith. Necessary sanction may accordingly be conveyed to the concerned State Public Enterprises.

Management Consultant,
for Member Secretary, Haryana Bureau of Public Enterprises, Finance Department.

To

1. The Financial Commissioner & Principal Secretary to Govt. Haryana, Town & Country Planning Department.
2. The Financial Commissioner & Principal Secretary to Govt. Haryana, Urban Local Bodies Department.
3. The Financial Commissioner & Principal Secretary to Govt. Haryana, Power Department.
4. The Financial Commissioner & Principal Secretary to Govt. Haryana, Home Department.
5. The Financial Commissioner & Principal Secretary to Govt. Haryana, Agriculture Department.
6. The Financial Commissioner & Principal Secretary to Govt. Haryana, Tourism Department.
7. The Financial Commissioner & Principal Secretary to Govt. Haryana, Industries Department.

U.O. No.20/1/2012/Acctt/HBPE (FD)

Chandigarh dated the 31st May, 2012

Endst. No.20/1/2012/Acctt/HBPE (FD)

Chandigarh dated the 31st May, 2012

A copy along with a copy of the proceedings of the meeting of Standing Committee on P.Es. held on 14.05.2012 at 4.00 P.M. is sent to the following for information.

- i) The Director, Town & Country Planning Department.
- ii) The Director, Urban Local Bodies Department.
- iii) The Director General of Police, Haryana.
- iv) The Director, Agriculture Department.
- v) The Director, Tourism Department and Managing Director, Haryana Tourism Corporation.
- vi) The Director, Industries Department.

- 124
- vii) The Chief Administrator,
Haryana Urban Development Authority.
 - viii) The Member Secretary (Secretary to Governor),
Kurukshetra Development Board.
 - ix) Chairman-cum- Managing Director,
Haryana Police Housing Corporation.
 - x) The Managing Director,
Haryana Power Generation Corporation.
 - xi) ☒ The Managing Director,
Haryana Seeds Development Corporation.
 - xii) The Managing Director,
Haryana Warehousing Corporation.
 - xiii) The Managing Director,
Haryana State Industrial and Infrastructure Dev. Corpn.

9c Management Consultant,
for Member Secretary, Haryana Bureau of Public
Enterprises, Finance Department.

-90-

12

Proceedings of the meeting of Standing Committee on Public Enterprises held on 14.8.2007 at 4:00 P.M. under the Chairmanship of Shri Ajit M. Sharan, IAS, Chairman, BEA and Standing Committee.

A list of participants is placed at Annexure "X"

Agenda Item No. 1

Haryana Urban Development Authority

Grant of new pay scale of Rs. 7500-13000 to J.Es. after completion of 18 years regular and satisfactory service and to designate them as Additional Sub-Divisional Engineer.

The proposal was considered and it was approved to grant the pay scale of Rs. 7500-250-10000-EB-250-13000 to the Junior Engineers after completion of 18 years of regular & satisfactory service who have not been promoted to the next higher post subject to the following conditions :-

- a) Junior Engineers in the pay scale of Rs. 7500-250-10000-EB-250-13000 will be designated as Additional Sub-Divisional Engineer and they will continue to discharge the duties of Junior Engineers with the new designation and pay scale.
- b) Those Junior Engineers, who have already availed of the benefit of 2nd ACP pay scale of Rs. 6500-10500 after 20 years regular satisfactory service, will not be entitled for the next stage of pay fixation.
- c) Junior Engineers eligible for the new time scale of Rs. 7500-250-10000-EB-250-13000 after completion of 18 years regular satisfactory service will not be considered for 2nd ACP pay scale on completion of 20 years of regular satisfactory service.

It was further approved to grant two advance increments to Junior Engineers who acquire AMIE/BE degree after joining the service subject to the condition that the incumbent has completed a minimum of 5 years regular and satisfactory service. The advance increments would be given with prospective effect. No arrears on this account would be payable irrespective of the date of acquisition of the higher qualification.

It was decided that the above benefits will be admissible w.e.f. the date of issue of FD's letter No. 1/16/2005-3PR(FD) i.e 5.9.2007.

As regards the proposal regarding grant of benefit to the JEs in accordance with FD's letter No. 6/26/2000-PR(FD) dated 8.12.2009, it was decided that HUDA should re-examine the matter thoroughly and refer a suitable proposal for consideration of the Standing Committee, if need be.

[Signature]

Agenda Item No. 2

Kurukshetra Development Board

Grant of new pay scale of Rs. 7500-13000 to J.Es. after completion of 18 years regular and satisfactory service and to designate them as Additional Sub-Divisional Engineer.

The proposal was considered and it was approved to grant the pay scale of Rs. 7500-250-10000-EB-250-13000 to the Junior Engineers after completion of 18 years of regular & satisfactory service who have not been promoted to the next higher post subject to the following conditions :-

- a) Junior Engineers in the pay scale of Rs. 7500-250-10000-EB-250-13000 will be designated as Additional Sub-Divisional Engineer and they will continue to discharge the duties of Junior Engineers with the new designation and pay scale
- b) Those Junior Engineers, who have already availed of the benefit of 2nd ACP pay scale of Rs. 6500-10500 after 20 years regular satisfactory service, will not be entitled for the next stage of pay fixation.
- c) Junior Engineers eligible for the new time scale of Rs. 7500-250-10000-EB-250-13000 after completion of 18 years regular satisfactory service will not be considered for 2nd ACP pay scale on completion of 20 years of regular satisfactory service

It was further approved to grant two advance increments to Junior Engineers who acquire AMIE/BE degree after joining the service subject to the condition that the incumbent has completed a minimum of 5 years regular and satisfactory service. The advance increments would be given with prospective effect. No arrears on this account would be payable irrespective of the date of acquisition of the higher qualification.

It was decided that the above benefits will be admissible w.e.f. the date of issue of FD's letter No. 1/16/2005-3PR(FD) i.e 5.9.2007. It was, however, clarified that these benefits will not be admissible to contractual employees.

Agenda Item No. 3

Haryana Power Generation Corporation Ltd.

Grant of new pay scale of Rs. 7500-13000 to Foremen-I after completion of 18 years regular and satisfactory service on the analogy of Junior Engineer and also grant of two advance increments on acquiring AMIE/BE Degree.

The proposal was considered and it was decided that the Corporation should refer a self contained proposal giving complete facts and justification for consideration of the Standing Committee.

[Signature]

-92-

129

It was further decided that the Corporation should conduct an enquiry and fix responsibility of the concerned official for tampering with FD's letter No. 1/16/2005-3PR(FD) dated 5.9.2007 in respect of dilution of the prescribed experience for grant of two advance increments on acquiring AMIE/BE Degree.

Agenda Item No. 4 Haryana Police Housing Corporation

To split the post of Company Secretary-cum-Establishment Officer into two posts i.e. Company Secretary and Superintendent (Estt.) and to convert one post of Section Officer to that of Superintendent (works).

The proposal was considered and it was decided that the Home Department may re-examine the matter and refer a suitable proposal for consideration of the Standing Committee.

Agenda Item No. 5 Haryana Seeds Development Corporation

Upgradation of 3 posts of Storekeeper to that of Store Officer and change of nomenclature of remaining 6 posts of Storekeeper as Assistant Store Officer.

The proposal was considered and it was approved to upgrade three existing posts of Storekeeper in the pay structure of Rs. 9300-34800+GP Rs.3200 to that of Assistant Store Officer in the pay structure of Rs.9300-34800+GP Rs.3600 as a measure personal to the present incumbents. The upgraded posts of Assistant Store Officers will be filled up by promotion from Storekeepers.

Agenda Item No. 6 Haryana Warehousing Corporation

Amendment in the Haryana Warehousing Corporation (Officers & Staff) Regulations, 1994 for filling up the post of Secretary By promotion from amongst all the Class-I officers of the Corporation.

This item was deferred as FC&PS, Agriculture and MD of the Corporation could not attend the meeting due to other engagements.

Agenda Item No. 7 Haryana Tourism Corporation

Modification/Revision of scale for the post of General Manager.

The proposal was considered and it was decided that the Corporation should re-examine the matter and refer a suitable proposal for consideration of the Standing Committee. (Signature)

Agenda Item No. 8

Haryana State Industrial & Infrastructure Development Corporation

Fixation/Revision of pay of Sh. U.K. Bhaumik, Senior Commercial Artist in correct pay scale

It was informed that upgradation of the post of Commercial Artist to that of Sr. Commercial Artist was of no consequence in light of modification of the functional pay scale of identical post of Art-cum-Lettering Assistant/Artist in the Public Relations Department, Haryana and accordingly it should not be treated as promotion for the purpose of grant of higher standard pay scale/ACP pay scale.

The proposal was considered in the above background and was approved.

The meeting ended with a vote of thanks to the Chair.

List of participants in the meeting of Standing Committee on Public Enterprises held on 14.5.2012 at 4:00 P.M. under the Chairmanship of Shri Ajit M. Sharan, IAS, Chairman, HBPE and Standing Committee.

<u>Sr. No.</u>	<u>Name & Designation</u>
1.	Shri Samir Mathur, IAS, Financial Commissioner & Principal Secretary to Govt. Haryana, Home Department.
2.	Shri Y.S. Malik, IAS, Financial Commissioner & Principal Secretary to Govt. Haryana, Industries Department.
3.	Shri S.S. Dhillon, IAS Financial Commissioner & Principal Secretary to Govt. Haryana, Town & Country Planning Department
4.	Shri B.S. Sandhu, IPS, Managing Director, Haryana Police Housing Corporation.
5.	Dr. Mahavir Singh, IAS, Member Secretary, Haryana Bureau of Public Enterprises.
6.	Shri Anand M. Sharan, IAS Managing Director, Haryana Tourism Corporation.
7.	Shri Mohinder Kumar, IAS, Secretary to Governor Haryana and Member Secretary, Kurukshetra Development Board.
8.	Shri A.K. Yadav, IAS, Director General, Agriculture Department, Haryana.
9.	Shri Vikas Yadav, IAS, Managing Director, Haryana Seeds Development Corporation
10.	Shri Sanjay Joon, HCS, Additional Director, Urban Local Bodies Department, Haryana
11.	Shri P.K. Sharma, HCS, General Manager, Haryana Tourism Corporation.
12.	Shri Samwartak Singh, HCS Secretary, Haryana Urban Development Authority.
13.	Shri K.B. Gupta, Director/Generation, Haryana Power Generation Corporation.
14.	Shri Rajesh Bansal, Management Consultant, Haryana Bureau of Public Enterprises.
15.	Shri Ved Parkash Dhull, Accountant, Haryana Bureau of Public Enterprises.

- 45 -

3260

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5/9/14

No. 25/18/2005-4GSH

From

The Chief Secretary to Government Haryana.

To

1. All the Administrative Secretaries to Govt. of Haryana.
2. All the Heads of Departments, Commissioners, Rohtak, Ambala, Hisar and Gurgaon Divisions, all the Deputy Commissioners and Sub-Divisional Officers (Civil) in Haryana.
3. The Registrar, Punjab and Haryana High Court, Chandigarh and all Dist. & Session Judges in Haryana.
4. All the Registrars of all Universities in the State of Haryana.
5. All the M.D.s / C.A.s of Boards/Corporations in the State of Haryana.

Dated, Chandigarh the 29.9.2014.

Subject: - Amendment in Service Rules of the departments of common category of post of Driver.

Sir/Madam,

I am directed to refer to the instructions of Haryana Government issued vide No. 25/18/2005-4GSH dated 13.9.2005 and 11.2.2014 on the subject noted above, vide which the following qualifications and experience for appointment to the post of Driver either by direct recruitment or promotion were kept:-

- i. Matric with Hindi or Sanskrit.
- ii. Should have a valid driving Licence at least three years old.
- iii. Should have passed the driving test.
- iv. He should not be colour blind.

2. Now, on reconsideration of the matter, State Government has decided to keep the following qualifications and experience for the post of driver:-

In the case of direct recruitment:-

1. Matric with Hindi or Sanskrit.
2. Should have a light/heavy valid driving Licence, as the case may be, at least three years old.
3. Should have passed the driving test. The driving test of candidates applying for the post of driver will be conducted by the Haryana Staff Selection Commission itself as usual.
4. He should not be colour blind.

In the case of promotion:-

1. Matric with Hindi or Sanskrit.
2. Three years experience as class III / IV posts.
3. Should have a light/heavy valid driving Licence, as the case may be, at least three years old.

Enc. Submitted please

6/9/14

EA

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ADP(E)

SP
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SA
4/9/14
K

4. Should have passed the driving test. The department concerned will conduct the driving test.

5. He should not be colour blind.

The age for an employee to qualify for promotion as Driver shall be restricted to 50 years, as decided vide letter no. 25/18/2005-4GSH, dated 13.9.2005.

Further, it has also been decided that the pay scale of the post of driver either appointed by direct recruitment or by promotion will be the same.

3. All the departments should adopt these instructions and incorporate the above provisions in their Service Rules within a period of one month at the level of concerned Administrative Secretaries without obtaining the approval of CMM, CS, Finance Department and HSSC. However, the departments should get the rules vetted from the Law Department before getting the same notified in accordance with these instructions. A copy of amended Service Rules be supplied to the General Administration Department (in GS-II Branch) immediately.

4. This issues with the concurrence of the Finance Department as conveyed vide their U.O. No. 3/34/85-1FGH/9634(1-4) dated 15.7.2014.

5. These instructions may please be brought to the notice of all concerned for immediate compliance.

Yours faithfully


(Bhim Singh Negi)

Under Secretary to Govt., Haryana,
Protocol Department.

249

10-3/15
APPO (CE)

-97-

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A STATE GOVT. UNDERTAKING)
PANCHKULA.

SAJH
11/3/15
11/3

NOTIFICATION

Consequent upon issuance of instructions regarding raising age for entry into Govt. Service by the State Govt. vide Memo No.3/5/2014-4GSIII dated 26.08.2014 and in exercising the powers confirmed upon the Board of Directors under Article 110(1) of the Memorandum & Articles of the Association of the Company as under all other enabling provisions, the Board of Directors of Haryana Seeds Development Corporation Ltd. in their meeting held on 16.02.2015 have the raised maximum age limit for recruitment from 40 to 42 years for all categories. Therefore, necessary amendment be made by all concerned in the Haryana Seeds Development Corporation Ltd. Employees Service Regulations, 1989 which were circulated to them vide H.O. letter No.HSDC/Estt./F-489/19376-80 dated 02.11.1989.

PANCHKULA
DATED: 09.03.2015

B.S. DUGGAL
MANAGING DIRECTOR.

Endst.No.HSDC/Estt./F-61/2015/

2249
-27

Dated:- 10/3/15

CC to:-

1. All Divisional Heads/Officers, HSDC, Head Office.
2. All Regional Managers/Managers/Marketing Officer in HSDC Field Offices.
3. PS to Chairman, HSDC.
4. PA to M.D. for information.
5. Concerned File.

AM (BIS)

Shankar
10.3.2015
CHIEF MANAGER(P&A)

850
22/3/16

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18/5

The Additional Chief Secretary to Govt. Haryana
Finance Department.

To

The Managing Director/Chief Administrator/Chief Executive Officer of all
State Public Enterprises i.e. Boards, Corporations, Companies and
Cooperative Institutions (Hry Seed development Corp Limited
Boys No-3, 6 sec 2 PKI.)
No. 40/2/2016/Asstt./HBPE(FD)
Dated Chandigarh, the 11.3.2016

Subject: Regarding Amendment in Memorandum & Articles of Association/
Bye-Laws/Standing Order of State Public Enterprises.

Kindly refer to this officer letter No. 40/2/2016/Asstt./HBPE(FD) dated
11.3.2016 on the subject noted above.

It was requested vide above reference to amend the Memorandum and
Articles of Association/ Bye Laws/Standing Order of their organization as the case may
be and include a clause therein to the effect that it shall refer for consideration and
approval all such matters to the Finance Department/HBPE through the Administrative
Department which are mandatorily required to be so referred in accordance with specific
instructions issued from time to time such as revision of pay scales,
creation/upgradation of posts etc. alongwith the recommendations of Board of Directors.

The requisite amendment should be carried out in a time bound manner and
compliance report be sent this office within a month. But no information has been
received from your organization so far.

3. You are, therefore, requested to inform the action taken in the matter to this
office immediately.

Sr. Research Officer,
for Additional Chief Secretary to Govt. Haryana
Finance Department

A copy is forwarded to all the Additional Chief Secretaries/Principal
Secretaries to Government Haryana for information and necessary action.

Sr. Research Officer,
for Additional Chief Secretary to Govt. Haryana
Finance Department

To

All the Additional Chief Secretaries/Principal Secretaries
to Government Haryana.

U.G. 40/2/2016/Asstt./HBPE(FD)

Dated Chandigarh, the 11.3.2016

Item No. _____

Subject:- Regarding Amendment in Memorandum & Articles of Association/ Bye-Laws/Standing Order State Public Enterprises.

It is submitted that Addl. Chief Secretary to Govt. Haryana, Finance Department has requested vide letter No. 40/2/2016/Asstt./HBPE(FD) dated 11.03.2016 (Annexure-I) wherein they have desired that to amend the Memorandum and Articles of Association/Bye Laws/Standing Order of our Organization as the case may be and include a clause therein to the effect that:-

"it shall refer for consideration and approval all such matters to the Finance Department/HBPE through the Administrative Department which are mandatory required to be so referred in accordance with specific instructions issued from time to time such as revision of pay scales, creation/upgradation of posts etc. alongwith the recommendation of Board of Directors."

Accordingly, they have requested to inform the action taken in the matter to their office after the above amendment in our 'Memorandum & Article of Association of HSDC' to be carried out.

Therefore, Board is requested to consider and approve the above amendments to include the above clause in our 'Memorandum & Article of Association of HSDC'.

-100-

H.S.D.C.

Sub: Proceedings of the 183rd Meeting of the Board of Directors of Haryana Seeds Development Corporation Limited to be held on 03.06.2016 at 11:30 A.M. at Chandigarh.

Please find enclosed herewith a copy of the decision taken by the Board on Agenda Item sent by you in the 183rd Meeting of Board of Director of Haryana Seeds Development Corporation Limited held on 03.06.2016 at 11:30 AM at Chandigarh for your information please.

Diary No. 1390
PA to (P&A)
Dated 17/6/16


Company Secretary

- CM(P&A) Item No. 16,17,18,19 & Discussion
CF&AO Item No. 8
CMM Item No. 9,10,11,12,13,& 14
CMM Item No. 15
XEN Item No. 2

U.O.No.HSDC/CS/F- /2016/

6648

Dated: 30/6/16

mail sent to
Rm. Wd. Hiser
on 30/6/16

Extract of Revised Proceeding of 183rd Board Meeting held on 03.06.2016.

16	Regarding considering the post of Assistant Seed Production Officer of the Corporation as Class-II officer.	Deferred.
17	Regarding Amendment in Memorandum & Articles of Association/ Bye-Laws/ Standing Order State Public Enterprises.	Approved.
18	To create one post of Senior Marketing Officer in the pay band of Rs.15600-39100/- plus grade pay Rs.6,000/- at par with Regional Manager/Quality Control Manager in Marketing Section to open the promotional Channel.	Deferred.
19	To consider & approve amendments in HSDC Employees Service Regulations, 1989 in respect of relaxation in experience for promotion in all cadres in HSDC.	Deferred.

Sh.Rajinder Singh Beniwal, Director pointed out that the security of Hisar unit is being given to the private security agency whereas the same should be done by the employees of Hisar unit themselves. He further informed that earlier also when the security of the unit was given to private security agency there were many incidences of thefts at that time. The Board discussed this matter in detail and decided that the Corporation should engage its own employees for the security of the Hisar unit.

-102-

PA/MD/HSDC

Diary No. 296

Dated 15/11/18

Diary No. 538

PA/CM (P&A)/HSDC

Date 16/2/18

Subject: Proceedings of the meeting held on 28.11.2017 at 11.00 A.M.

Will the Addl. Chief Secretary/Principal Secretary to Govt. Haryana, Cooperation, Home, Tourism, PW(B&R), Industries, Development and Panchayat, Agriculture, Housing and Town & Country Planning Department kindly refer to the subject noted above?

A copy of proceedings of the meeting held on 28.11.2017 at 11.00 A.M. under the Chairmanship of Sh. P.Raghavendra Rao, IAS, Additional Chief Secretary, Finance Department is enclosed herewith. Necessary sanction may accordingly be conveyed to the concerned organisations.

Sr. Research Officer,
for Member Secretary, Haryana Bureau of
Public Enterprises, Finance Department.

1. The Additional Chief Secretary to Govt. Haryana, Cooperation Department.
2. The Additional Chief Secretary to Govt. Haryana, Home Department.
3. The Additional Chief Secretary to Govt. Haryana, Tourism Department.
4. The Additional Chief Secretary to Govt. Haryana, PW(B&R) Department.
5. The Principal Secretary to Govt. Haryana, Industries Department.
6. The Principal Secretary to Govt. Haryana, Development and Panchayat Department.
7. The Principal Secretary to Govt. Haryana, Housing Department.
8. The Principal Secretary to Govt. Haryana, Agriculture Department.
9. The Principal Secretary to Govt. Haryana, Town & Country Planning Department.

U.O.No. 20/14/2017/Asstt./HBPE(FD)
Endst. No.20/14/2017/Asstt./HBPE(FD)

Dated, Chandigarh, the 8.2.2017
Dated, Chandigarh, the 8.2.2017

A copy alongwith a copy of proceedings of meeting held on 28.11.2017 at 11.00 A.M is sent to the following for information:-

1. The Registrar Cooperative Societies Haryana.
2. The Director,
Tourism Department, Haryana.
3. The Director,
Industries Department, Haryana.

4. The Director,
Development and Panchayat Department, Haryana.
5. The Director,
Agriculture Department, Haryana.
6. The Director,
Town & Country Planning Department, Haryana.
7. The Director General of Police, Haryana.
8. The Engineer-in-Chief,
PW (B&R) Department.
9. The Managing Director,
Haryana State Coop. Apex Bank.
10. The Managing Director,
Haryana Police Housing Corporation.
11. The Chief Administrator,
Housing Board Haryana.
12. The Managing Director,
Haryana Financial Corporation.
13. The Managing Director,
HAIC Agro Research & Development Centre.
14. The Managing Director,
Haryana Rural Development Fund Administration Board.
15. The Managing Director,
Haryana State Roads and Bridges Development Corporation.
16. The Chief Executive Officer,
Gurgoan Technology Park Ltd.
17. The Managing Director,
Haryana Seeds Development Corporation Ltd.
18. The Principal,
Institutes of Hotel Management, Catering Technology & Applied Nutrition,
Faridabad, Rohtak, Kurukshetra, Yamunanagar, Panipat.

Sr. Research Officer
for Member Secretary, Haryana Bureau of
Public Enterprises, Finance Department.

Endst. No. 20/14/2017/Asstt./HBPE(FD)

Dated, Chd., the 8.2.2017

A copy alongwith a copy of proceedings of meeting held on 28.11.2017 at 11.00 A.M is forwarded to the Private Secretary, Additional Chief Secretary to Govt. Haryana, Finance Department for information of Additional Chief Secretary to Govt. Haryana, Finance Department.

Sr. Research Officer,
for Member Secretary, Haryana Bureau of
Public Enterprises, Finance Department.

CC:
PA/Member Secretary, HBPE for information of MS,HBPE.

Subject: Proceedings of the meeting held on 28.11.2017 at 11.00 A.M. under the Chairmanship of Sh. P. Raghavendra Rao, IAS, Additional Chief Secretary, Finance Department.

.....
A list of participants in the meeting is at Annexure "X".

2. The discussions held and decisions taken in the meeting are as under:-

Agenda Item No. 1 : Haryana Financial Corporation

Implementation of Revised Pay Package as per Recommendations of 7th Pay Commission

As mentioned in the proposal, additional financial implication of the proposal is Rs. 39.36 lakh p.a. and the liability will be met by the Corporation from its internal resources.

2. The proposal was considered and after thorough deliberations, the following decisions were taken:-

- i) The revised pay structure will be on the pattern notified by the State Government vide Notification No. 1/20/2016(RP)-5PR(FD) dated 28.10.2016. Accordingly, levels in the pay matrix corresponding to the existing sanctioned functional pay structure as on 31.12.2015 as at Annexure 'A' were approved for the Corporation w.e.f. 1.1.2016.
- ii) The revised Assured Career Progression (ACP) pay structure for the Corporation will be on the pattern notified by the State Government vide Notification No. 1/20/2016(ACP)-5PR(FD) dated 28.10.2016.
- iii) Fixation of pay w.e.f. 1.1.2016 and other related matters will be in accordance with the provisions contained in State Government Notification No. 1/20/2016(RP)-5PR(FD) dated 28.10.2016 and Notification No. 1/20/2016(ACP)-5PR (FD) dated 28.10.2016.
- iv) Dearness Allowance, House Rent Allowance, Medical Allowance and all other allowances admissible to the employees of the Corporation will not exceed those admissible to the State Government employees as per instructions issued from time to time and should not be made effective/applicable from a date earlier than the date of such instructions.

Agenda Item No. 2 : Haryana State Roads and Bridges Development Corporation
Implementation of Revised Pay Package as per Recommendations of 7th Pay Commission

As mentioned in the proposal, additional financial implication of the

- ii) The revised Assured Career Progression (ACP) pay structure for the Institutes will be on the pattern notified by the State Government vide Notification No. 1/20/2016(ACP)-5PR(FD) dated 28.10.2016.
- iii) Fixation of pay w.e.f. 1.1.2016 and other related matters will be in accordance with the provisions contained in State Government Notification No. 1/20/2016(RP)-5PR(FD) dated 28.10.2016 and Notification No. 1/20/2016(ACP)-5PR (FD) dated 28.10.2016.
- iv) Dearness Allowance, House Rent Allowance, Medical Allowance and all other allowances admissible to the employees of the Institutes will not exceed those admissible to the State Government employees as per instructions issued from time to time and should not be made effective/applicable from a date earlier than the date of such instructions.

Agenda Item No. 4 : HAIC Agro Research and Development Centre
Implementation of Revised Pay Package as per
Recommendations of 7th Pay Commission

This item was deferred as neither the Principal Secretary, Agriculture Department nor the Managing Director, Haryana Agro Industries Corporation could attend the meeting.

Agenda Item No. 5 : Haryana Seeds Development Corporation.
Upgradation of one post of Marketing Officer to
Senior Marketing Officer

The proposal was considered and it was approved to upgrade one of the existing posts of Marketing Officer to that of Senior Marketing Officer in the revised pay matrix level 9 (pre-revised pay structure Rs. 9300-34800+5400 GP) with immediate effect.

Agenda Item No. 6 : Haryana Rural Development Fund Administration
Board

Upgradation of the post of Sr. Scale Stenographer
to that of Personal Assistant

The proposal was considered and it was approved to upgrade the post of Sr. Scale Stenographer to that of Personal Assistant in the pay matrix level 6 (pre-revised pay structure of Rs. 9300-34800+4000 GP) with immediate effect.

proposal is Rs. 52.00 lakh p.a. and the liability will be met by the Corporation out of its own funds/resources.

2. The proposal was considered and after thorough deliberations, the following decisions were taken:-

- i) The revised pay structure will be on the pattern notified by the State Government vide Notification No. 1/20/2016(RP)-5PR(FD) dated 28.10.2016. Accordingly, levels in the pay matrix corresponding to the existing sanctioned functional pay structure as on 31.12.2015 as at Annexure 'A' were approved for the Corporation w.e.f. 1.1.2016.
- ii) The revised Assured Career Progression (ACP) pay structure for the Corporation will be on the pattern notified by the State Government vide Notification No. 1/20/2016(ACP)-5PR(FD) dated 28.10.2016.
- iii) Fixation of pay w.e.f. 1.1.2016 and other related matters will be in accordance with the provisions contained in State Government Notification No. 1/20/2016(RP)-5PR(FD) dated 28.10.2016 and Notification No. 1/20/2016(ACP)-5PR (FD) dated 28.10.2016.
- iv) Dearness Allowance, House Rent Allowance, Medical Allowance and all other allowances admissible to the employees of the Corporation will not exceed those admissible to the State Government employees as per instructions issued from time to time and should not be made effective/applicable from a date earlier than the date of such instructions.

Agenda Item No. 3 : Institutes of Hotel Management

Implementation of Revised Pay Package as per Recommendations of 7th Pay Commission

As mentioned in the proposal, additional financial implication of allowing revision of pay scales to the employees of all the 5 Institutes of Hotel Management at Rohtak, Kurukshetra, Yamunanagar, Faridabad and Panipat will be Rs.72.20 lakh p.a. and the liability will be borne by the respective Institutes from their own resources and no additional grant will be sought for this purpose.

2. The proposal was considered and after thorough deliberations, the following decisions were taken:-

- i) The revised pay structure will be on the pattern notified by the State Government vide Notification No. 1/20/2016(RP)-5PR(FD) dated 28.10.2016. Accordingly, levels in the pay matrix corresponding to the existing sanctioned functional pay structure as on 31.12.2015 as at Annexure 'A' were approved for the Institutes w.e.f. 1.1.2016.

-107-

Agenda Item No. 7 : **Gurgaon Technology Park**
Creation of Posts

The decision on this item will be conveyed separately.

Agenda Item No. 8 : **Haryana State Co-operative Apex Bank**
Amendment in Annexure I of Rules 15.1 of the
Haryana State Cooperative Apex Bank's Staff
Service (Common Cadre) Rules, 1988

The proposal was considered and it was approved to amend Annexure I of Rule 15.1 of the Haryana State Cooperative Apex Bank's Staff Service (Common Cadre) Rules, 1988 to incorporate the modified pay structures of Rs.9300-34800+3600 GP w.e.f. 1.9.2014 (in place of Rs. 9300-34800+3200 GP & Rs. 9300-34800+3300 GP) and Rs. 9300-34800+4000 GP w.e.f. 1.9.2014 (in place of Rs. 9300-34800+3600 GP).

Agenda Item No. 9 : **Housing Board Haryana**
(i) Creation of New Posts

The proposal was considered and it was approved to create the following 17 new posts:-

Sr. No.	Name of the post	No. of Posts
1	Superintending Engineer	1
2	Executive Engineer (Civil)	1
3	Administrative Officer	1
4	Assistant Engineer (Civil)	2
5	Junior Engineer (Civil)	6
6	Head Draftsman	1
7	Assistant Draftsman	1
8	Net working Engineer (for IT Cell)	1
9	Programmer (for IT Cell)	1
10	Junior Programmer (for IT Cell)	2
	Total	17

The pay structure, prescribed qualifications/experience and mode of recruitment of the above posts as given in Annexure-A to the agenda notes were also approved.

-108-
-93-

It was further decided that the posts created for IT Cell as at Sr. No. 8 to 10 above will be filled up on regular basis from the State IT Cadre as and when constituted by the IT Department, Haryana. In the meantime, the said posts may be filled up on contractual basis in accordance with State Outsourcing Policy.

(ii) Amendment in Haryana Housing Board (Recruitment and Conditions of Service of Officers and Employees) Regulations, 2006

The proposal was considered and it was decided that the proposed amendments regarding Appointing Authority and Authority for imposing major and minor penalties as per Appendix 'A' to the agenda notes may be re-examined by the Board and referred for consideration of HBPE, Finance Department through the Administrative Department on file.

The proposed amendments in qualifications and experience of various categories of posts as detailed in Appendix 'B' to the agenda notes were approved.

Agenda Item No. 10 : Haryana Police Housing Corporation

Creation of one post of Manager (Works) and upgradation of post of Superintendent (Establishment) to the post of Administrative Officer (Admn.)

During discussion on creation of one post of Manager (Works), on a query by the Chair, it was informed by the Chief Engineer of the Corporation that 2 direct recruitment vacant posts of Draftsman can be surrendered. It was, therefore, approved to create one post of Manager (Works) in the pay matrix level 9 (pre-revised pay structure Rs. 9300-34800+GP 5400) in lieu of 2 posts of Draftsman which will stand abolished forthwith.

It was further approved to upgrade the post of Superintendent (Establishment) to the post of Administrative Officer (Admn.) in the pay matrix level 9 (pre-revised pay structure Rs. 9300-34800+GP 5400) with immediate effect.

The meeting ended with thanks to all present.

-107-

Annexure "X"

List of participants in the meeting held on 28.11.2017 at 11.00 A.M. under the Chairmanship of ACS, Finance Department.

<u>Sr. No.</u>	<u>Name & Designation</u>
1.	Sh. S.S Prasad, IAS, ACS, Home Department.
2.	Sh. Vijai Vardhan, IAS, ACS, Tourism Department.
3.	Sh. Alok Nigam, IAS, ACS, PW(B&R) Department.
4.	Dr. Raja Sekhar Vundru, IAS, MD, Haryana Financial Corporation.
5.	Sh. Shrikant Walgad, IAS, PS, Housing Department.
6.	Sh. Saket Kumar, IAS, Special Secretary, Home Department.
7.	Sh. Sanjay Joon, IAS, MD, HRDFA Board.
8.	Sh. J. Ganesan, IAS, Chief Administrator, HUDA & GTPL.
9.	Sh. Sunil Saran, IES, Member Secretary, HBPE(FD).
10.	Sh. Maheshwar Sharma, HCS, Director, Tourism Department.
11.	Sh. Sat Pal Sharma, HCS, Chief Administrator, Housing Board Haryana.
12.	Sh. R.K Gandhi, MD, HSRBDC.
13.	Sh. R.S Solanki, MD, Hr. Seeds Development Corporation.
14.	Sh. Satbir Sharma, MD, Harco Bank.
15.	Shri Rajesh Bansal, Management Consultant, HBPE (FD).
16.	Sh. Sanjay Mahajan, Chief Engineer, HPHC.
17.	Sh. Virender Yadav, SE, Housing Board Haryana.
18.	Sh. Satvir Singh, Principal, IHM, Faridabad.
19.	Sh. P.K. Gupta, Principal, IHM, Yamunanagar.
20.	Sh. Atul Shukla, Principal, IHM, Panipat.
21.	Sh. Mohd Shahid Hasnain, Principal, IHM, Rohtak.
22.	Sh. Bhanu Vig, Principal, IHM, Kurukshetra.
23.	Sh. Rajesh Jindal, CCF, HUDA.
24.	Sh. B.S. Sangwan, CAO, GTPL.

- 95 - 110 -

26.

Shri Manoj Modi,
SRO, HBPE (FD).
Sh. MP Singh,
J.S, HAIC Agro R&D Centre.

.....

प्रेषक

प्रधान सचिव, हरियाणा सरकार,
कृषि एवं किसान कल्याण विभाग।

PA/MD/HSDC

Diary No. 09

Dated: 24/11/18

37

3/11/18

प्रबन्धक निदेशक,
हरियाणा बीज विकास निगम,
पंचकुला।

यादी कमांक 2273-कृषि.II(3)-2017/2015।
चण्डीगढ़, दिनांक 29-12-2017

To consider & approve amendments in HSDC Employees Service Regulations, 1989 in respect of the post of Clerk-cum-Typists/Steno-Typists/Junior Scale Stenographers & Senior Scale Stenographers.

आपका का पत्र कमांक HSDC/Estt./F-1052/2017/7281 दिनांक 04.08.2017

उपरोक्त विषय से सम्बन्धित मामले में आप द्वारा भेजे गए नियमों में संशोधन के मामले में विधि एवं विधायी विभाग से मंत्रणा प्राप्त की गई। मंत्रणा अनुसार नियमों में बदलाव करने हेतु BOD सक्षम प्राधिकारी है।

अतः विधि एवं विधायी विभाग द्वारा दी गई मंत्रणा दिनांक 21.10.2016 की प्रति भेजकर अवगत करवाया जाता है कि मामले में नियमानुसार कार्यवाही अपने स्तर पर करने का कष्ट करें।

सविन्द सिंह

अधीक्षक,

कृते: प्रधान सचिव, हरियाणा सरकार,
कृषि एवं किसान कल्याण विभाग।

- 112 -

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A STATE GOVERNMENT UNDERTAKING)
BAYS NO. 3-6, SECTOR-2,
PANCHKULA

NOTIFICATION

Consequent upon issuance of instructions regarding Change of nomenclature of the posts of "Data Entry Operator", Office Associate, Clerk-cum-computer Operator, Clerk etc. to uniform nomenclature 2, Up Gradation of minimum educational qualification for the post of Clerks, Steno-typist, Junior Scale Stenographers & Sr. Scale Stenographers in the Government Departments. 3. Introduction of State eligibility test in Computer Appreciation and application as part of Service requirement for Clerks, Steno-typist, Junior Scale Stenographers and Sr. Scale Stenographers and in exercising of the powers conferred upon the Board of Directors under Article 110 (1) of Memorandum & article of the Association of the Company as under all other provisions, the Board of Directors of Haryana Seeds Development Corporation Ltd. in their 178th Meeting held on 16/02/2015 have approved the instructions issued by the Chief Secretary to Govt. Haryana vide letter No.42/164/2008-3GS-II dated 11.10.2013 to the Principal Secretary to Govt. Haryana, Agriculture Department the following amendments in respect of posts of Clerk, Steno-typist, Junior Scale Stenographers and Senior Scale Stenographers in the HSDC Employees Service Regulations, 1989 in Rule 3.3(3) which were circulated vide H.O. letter No. Estt./F-89/19376-80 dated 02/11/1989 as given below:-

Sr. No.	Designation of post	Academic qualification and experience, if any, for direct recruitment.	Academic qualification and experience, if any, for appointment other than by direct recruitment	% of vacancies to be filled by direct recruitment/ promotion.	Method of recruitment.
1	2	3	4	5	6
1	Clerk	10+2. The word Clerk is substituted with the word 'Clerk'. Type test is substituted with State Eligibility Test in Computer Appreciation and Applications (SETC). He/ She will have to qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) within the probation period of two years extendable by one year. He/ She will not be entitled to earn any increment in his pay scale till he/she qualifies the said test failing which the services of such employees shall be dispensed with.	i) 10+2. ii) Atleast five years experience in Class-IV post. iii) Atleast five years experience in Class-IV post whose qualification is 10+2. They have to qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) within the period of probation of two year extendable by one year failing which he/she will be reverted back. This condition of qualification will remain Matric on those employees, who are already in service before issue of these instructions.	Direct: 80% Promotion: 20% From amongst Class-IV employees.	Direct/ Promotion



-113-

2	Steno-typist	10+2. Minimum speed of 80WPM and 30 WPM in English shorthand and typing and 60 WPM and 230 WPM in Hindi shorthand and typing on Computer respectively. Having atleast on year Diploma in Computers from any Institute recognized by State Council of Technical Education of any State Government/ Central Government. He/ She will have to qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) within the probation period of two year extendable by one year. He/she will not be entitled to earn any increment in his pay scale till he/she qualifies the said test failing which the services of such employees shall be dispensed with.			
3	Junior Scale Stenographer	Atleast three years experience as Steno-Typist. Shall have to clear Stenography test in both languages on Computer within one year. Increment will be granted only after passing the said tests. Has to qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) within the probation period of one year extendable by one year failing which he/she will be reverted back.	Three years experience as Steno-Typist.	75% by promotion & 25% by direct.	Promotion/ Deputation/ Direct.
4	Senior Scale Stenographer	Atleast three years experience as Junior Scale Stenographer. He/ She will have to clear Stenography test in both languages on Computer. Increment will be granted only after passing the said tests. He/She will have to qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) within the probation period of one year extendable by one year failing which he/she will be reverted back.	Three years experience as Jr. Scale Stenographer.	75% by promotion & 25% by direct.	Promotion/ Deputation.

PANCHKULA
DATED:-17/1/18

Endst. No.HSDC/Estt./F-61/2018/ 615-18

Cc to:

1. All Divisional Heads/Officers, HSDC, Head Office.
2. All Regional Manager/Managers/ Marketing Officer in HSDC field Offices.
3. PA to Chairman, HSDC.
4. PS to Managing Director.
5. Concerned File.

R.S.SOLANKI
MANAGING DIRECTOR

Dated: 18/1/18

Hemab
18-01-18
CHIEF MANAGER (P&A)

-114-

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A STATE GOVERNMENT UNDERTAKING)
BAYS NO.3-6, SECTOR-2,
PANCHKULA

NOTIFICATION

In exercise of the powers conferred upon by the Chief Secretary to Govt. Haryana vide substituted letter no. 42/164/2008-3GS-II dated 22.09.2017 to the Principal Secretary to Govt. Haryana, Agriculture Department the following amendments in respect of posts of Clerk in the HSDC Employees Service Regulations, 1989 in Rule 3.3(3) of Annexure-III at Sr. No. 11 is hereby made with immediate effect:-

Sr. No.	Designation of post	Academic qualification And experience, if any, for direct recruitment (Proposed to be amended)	Academic qualification and experience, if any, for appointment other than - by direct recruitment	% of vacancies to be filled by direct recruitment/ promotion.	Method of recruitment.
1	2	3	4	5	6
1	Clerk .	10+2. ~The word Clerk-cum-Typist is substituted with the word 'Clerk'. Type test is substituted with State Eligibility Test in Computer Appreciation and Applications (SETC). He/ She will have to qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) .	i) 10+2. ii) Atleast five years experience in Class IV post. iii) He/she will have to qualify the State Eligibility Test in Computer Appreciation and Applications (SETC) within the period of probation of one year extendable by one year failing which he/she will be reverted back. He/she will not be entitled to earn any increment in his pay scale till he/she qualifies the said test.	Direct: 80% Promotion: 20% From amongst Class-IV employees.	Direct/ Promotion

PANCHKULA
DATED :- 21.09.2018

D.K. BEHERA
MANAGING DIRECTOR

Endst. No. HSDC/Estt. /F-61/2018/ 10990-92 Dated :- 25/9/18
Copy of the above is forwarded to the following for information :-

1. All Divisional Heads/Officer, HSDC Head Office
2. All Regional Manager/Managers/Marketing Officer in HSDC field offices
3. PS to Managing Director
4. Concerned File.

Hcom P&A
25-9-18
CHIEF MANAGER (P&A)

PA to CM (PCA)

Dairy No. 3059

Date. 25.8.18

प्रेषक

प्रधान सचिव, हरियाणा सरकार,
कृषि एवं किसान कल्याण विभाग ।

सेता में

✓ प्रबन्ध निदेशक,
हरियाणा राज्य बीज विकास निगम,
पंचकुला ।

यादी क्रमांक 1451-कृषि-11(3)-2016/13244
चण्डीगढ़, दिनांक 29-08-18

विषय — To consider and approve amendments in HSDC Employees Service Rules, 1989 in respect of post of Drivers.

संदर्भ — आपका पत्र क्रमांक HSDC/Estt/F-524/2017/11590, दिनांक 20.11.2017

उपरोक्त विषय से सम्बंधित मामले में सूचित किया जाता है कि मुख्य सचिव, हरियाणा सरकार की हिदायतें क्रमांक 25/18/2005-4GSII, दिनांक 02.09.2014 के दृष्टिगत सरकार आपके प्रस्ताव, अनुसार HSDC Employees Service Rules, 1989 के चालकों के नियमों में संशोधन करने हेतु सहमत हैं। अतः उक्त नियमों में संशोधन करने बारे दृढ़ता से पालन करते हुए आगामी आवश्यक कार्यवाही अपने स्तर पर करें।

[Signature]

अधीक्षक

कृते: प्रधान सचिव, हरियाणा सरकार,
कृषि एवं किसान कल्याण विभाग

[Signature]
24-8-18

APV(E)

30/8

EA-III

-116-



HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
NOTIFICATION

In exercise of the powers confirmed upon by the Chief Secretary to Govt. Haryana vide Memo No.25/18/2005-4GSII dated 02.09.2014, the following amendments in respect of post of Driver in the HSDC Employees Service Regulations, 1989 in Rule 3.3 of Annexure-III at Sr. No.12 is hereby made with immediate effect:-

Designation of Post	Pay Scale	Academic qualification and experience, if any, for direct recruitment.	Academic qualification and experience, if any, for appointment other than by direct recruitment (in case of promotion)	Method of recruitment
Driver	Rs.5200-20,200/- plus grade pay Rs.2400/-	(i) Matric with Hindi or Sanskrit. (ii) Should have a light/heavy valid driving licence, as the case may be, atleast three years old. (iii) Should have passed the driving test. The driving test of candidates applying for the post of driver will be conducted by the HSSC itself as usual. (iv) He should not be colour blind.	(i) Matric with Hindi or Sanskrit. (ii) Three years experience as Class-III/ IV posts. (iii) Should have a light/heavy valid licence, as the case may be, at least three years old. (iv) Should have passed the driving test. The department concerned will conduct the driving test. (v) He should not be colour blind. (vi) The age for an employee to qualify for promotion as Driver shall be restricted to 50 years, as decided vide letter no. 25/18/2005-4GSII, dated 13.09.2005.	Direct/ Promotion Direct Recruitment 80% by Promotion 20% from amongst Class-IV employees

PANCHKULA
DATED:03.10.2018

D.K.BEHERA
MANAGING DIRECTOR

Dated:04.10.2018

Endst.No./HSDC/Estt./F-61/2018/11421-22

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

1. All Divisional Heads/ Officer, HSDC, Head Office.
2. All Regional Manager/Managers/Marketing Officer in the HSDC field offices.
3. Concerned file.

Handwritten: 4-10-18
CHIEF MANAGER (P&A)
Handwritten: 4/10/18

Handwritten: 4/10/18

-117-

To

No: HSDC/Estt./F-416/94/
Dated:

8813

5-7-88

The Member Secretary,
Haryana Bureau of Public Enterprises,
Finance Department,
Chandigarh.

Sub:-

Upgradation of the post of Company Assistant as Assistant Secretary and promotion of the incumbent Shri Kamal Raj Sharma.

Sir,

This has reference to your memo No. 13/5/91/APO/HBPE, on the above cited subject.

In this connection, it is to inform that the following qualification has been prescribed for the post of Assistant Secretary:-

Academic Qualification and experience, if any, for direct recruitment.	Academic qualification and experience, if any, for appointment other than by direct recruitment.	%age of vacancies to be filled by direct recruitment. promotion.	Method of recruitment.
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|--|-------------------------------------|---|--------------------------------------|
| I) Post Graduate from recognised university. | Five years experience as Assistant. | - | Direct/
Promotion/
Deputation. |
| II) Intermediate from the Institute of Company Secretary of India. | | | |
| III) At least three years experience relating to Company law and Secretarial work. | | | |

This is for your information and further necessary action.

Thanking you.

Yours faithfully,

MANAGER (P&A)

DESPATCHED

DESPATCHED

8/7/88



**HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A STATE GOVERNMENT UNDERTAKING)
BAYS NO.3-6, SECTOR-2,
PANCHKULA**

NOTIFICATION

Consequent upon instructions regarding making essential qualification Hindi/ Sanskrit upto Matric Standard or Higher Education for all categories in case of direct recruitment by the State Govt. vide Memo No.62/30/2006-6 GSI dated 14.05.2007 & 24.08.2009, in exercising the powers conferred upon the Board of Directors under Article 110 (1) of the Memorandum & Articles of the Association of the Company as under all other enabling, the Chairman of Board of Directors of Haryana Seeds Development Corporation Ltd. in anticipation of Board approval has accorded approval. Therefore, necessary amendment be made by all concerned in the Haryana Seed Development Corporation Ltd. Employees Service Regulations, 1989 which were circulated to them vide H.O letter No. HSDC/ Estt/ F-/1989/19376-80 dated 02.11.1989.

PANCHKULA
DATED:-17.01.2019

AJIT BALAJI JOSHI
MANAGING DIRECTOR

Endst. No.HSDC/Estt/F-/2019/ 633-36

Dated: 21/1/19

CC to:-

1. All Divisional Heads/ Officer, HSDC, Head Office.
2. All Regional Managers/ Managers/ Marketing Officer in HSDC, Units.
3. PS to Chairman, HSDC.
4. PA to M.D. for information.
5. Concerned file.

Heena Lal
21-1-19
CHIEF MANAGER (P&A)

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A STATE GOVERNMENT UNDERTAKING)
PANCHKULA

NOTIFICATION

In exercise of the powers confirmed upon by the Additional Chief Secretary to Govt. Haryana, Finance Deptt. vide Memo No.40/117/Acctt/2019/HBPE(FD) dated 19.08.2019, the following amendments in Qualifications for the Accounts Cadre posts in the HSDC Employees Service Regulations, 1989 in Rule 3.3 of Annexure-III at Sr. No.4,5,6,7 of Accounts Section is hereby made with immediate effect:-

Sr. No.	Name of the Post	Present qualification for direct recruitment	Qualification proposed by Finance Deptt.	Method of recruitment Direct/ Promotion
1	Accounts Clerk	Commerce graduate with one year experience in some Govt. office/ commercial concern. Candidate knowing typing will be preferred.	i) Bachelor's Degree in Commerce with at least 55% marks from any recognized University. OR Post Graduate in Commerce with at least 50% marks from a recognized University. ii) Having working knowledge of computer i.e. M.S. Word, Excel, Power Point and Tally etc. iii) Matric with Hindi or Sanskrit as one of the subject.	Direct
2	Senior Accounts Clerk/ Junior Accountant/ Assistant Accountant/ Assistant Accountant/ Accounts Assistant	Accounts Assistant B.Com Minimum 3 yrs. experience in Govt. Undertaking or Public Undertaking or Commercial organization of repute.	i) Bachelor's Degree in Commerce with at least 55% marks from a recognized University and 2 year relevant experience in Govt. Department, Public Sector undertaking, Commercial Organisation of repute. OR Post Graduate in Commerce with at least	Direct/Promotion

			50% marks from a recognized University and 1 year relevant experience in Govt. Department, Public Sector Undertaking, Commercial organization of repute. ii) Having working knowledge of computer i.e. M.S. Word, Excel, Power Point and Tally etc. ii) Matric with Hindi or Sanskrit as one of the subject.	
3	Accountant	Nomenclature changed Section Officer Commerce Graduate with advance Accountancy and Auditing. ii) 3 yrs. experience as Accounts Assistant	i) Bachelor's Degree in Commerce with at least 55% marks from a recognized University and 3 years relevant experience in Govt. Department, Public Sector undertaking, Commercial Organisation of repute. OR Post Graduate in Commerce with at least 50% marks from a recognized University and 2 years relevant experience in Govt. Department, Public Sector undertaking, Commercial Organisation of repute. ii) Having working knowledge of computer i.e. M.S. Word, Excel, Power Point and Tally etc. iii) Matric with Hindi or Sanskrit as one of the subject.	Direct/Promotion
4	Divisional Accountant		i) Bachelor's Degree in Commerce with at least 55% marks from a recognized University and 3 years relevant experience in Govt. Department, Public Sector undertaking, Commercial Organisation of repute.	

- 121 -

- 125 -

			OR Post Graduate in Commerce with at least 50% marks from a recognized University and 2 years relevant experience in Govt. Department, Public Sector undertaking, Commercial Organisation of repute. ii) Having working knowledge of computer i.e. M.S. Word, Excel, Power Point and Tally etc. iii) Matric with Hindi or Sanskrit as one of the subject	
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PANCHKULA
DATED :- 20/01/2020

NARHARI SINGH BANGER
MANAGING DIRECTOR

Endst. No. HSDC/Estt.F-61/2018/ 615-17 Dated :- 22/1/2020

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

1. All Divisional Heads, HSDC, Head Office
2. All Regional manager/Managers/Marketing Officers in HSDC Filed offices.
3. PA to Managing Director.
4. Concerned file.

Mcom lab
21-1-2020
CHIEF MANAGER (P&A)

Shruti
22/1/2020

87-

127-

No 40/117/Accounts/2018/11PE(FD)

PA to CM (F-1)
Copy No. 2376
Date 21.8.19

From

The Additional Chief Secretary to Govt. Haryana
Finance Department

To

1. All the Administrative Secretaries to the Government of Haryana.
2. All the Heads of Departments of Haryana.
3. All the Divisional Commissioners of Ambala Head Rohatki Gurugram/ Karnal/ Faridabad Divisions.
4. All the Deputy Commissioners of Haryana.
5. The Managing Directors/Chief Administrators/Chief Executive Officers of all the Boards/ Corporations/ Companies/ Cooperative Institutions etc. in Haryana.

Dated Chandigarh, the 19.6.2019

Subject:- Regarding Qualifications for the Accounts Cadre Posts in State Government Departments and State Public Enterprises.

Sir,

I am directed to invite your kind attention to the subject noted above and to say that different State Govt. Departments and State Public Enterprises have prescribed different qualifications for various accounts cadre posts

2. After careful consideration of the matter, the State Government has decided that qualifications should be uniform for the accounts cadre posts.

3. You are, therefore, requested to adopt uniform qualifications for various accounts cadre posts as under:-

Sr. No.	Name of the Post	Qualifications
1.	Accounts Clerk	i) Bachelor's Degree in Commerce with at least 55% marks from any recognized University OR Post Graduate in Commerce with at least 50% marks from a recognized University. ii) Having working knowledge of Computer i.e MS Word, Excel, Power Point and Tally etc iii) Matric with Hindi or Sanskrit as one of the subject.
2.	Senior Accounts Clerk/Junior Accountant /Assistant Accountant /Accounts Assistant	i) Bachelor's Degree in Commerce with at least 55% marks from a recognized University and 2 years relevant experience in Govt. Department, Public Sector Undertaking, Commercial organization of repute. OR Post Graduate in Commerce with at least 50% marks from a recognized University and 1 year relevant experience in Govt. Department, Public Sector Undertaking, Commercial organization of repute. ii) Having working knowledge of Computer i.e MS Word,

Recd
21-8-19

21/8/19

CA-10

		Excel, Power Point and Tally etc. iii) Matric with Hindi or Sanskrit as one of the subject.
3.	Accountant	i) Bachelor's Degree in Commerce with at least 55% marks from a recognized University and 3 years relevant experience in Govt. Department, Public Sector Undertaking, Commercial organization of repute. OR Post Graduate in Commerce with at least 50% marks from a recognized University and 2 years relevant experience in Govt. Department, Public Sector Undertaking, Commercial organization of repute. ii) Having working knowledge of Computer i.e MS Word, Excel, Power Point and Tally etc. iii) Matric with Hindi or Sanskrit as one of the subject.
4.	Divisional Accountant	i) Bachelor's Degree in Commerce with at least 55% marks from a recognized University and 3 years relevant experience in Govt. Department, Public Sector Undertaking, Commercial organization of repute. OR Post Graduate in Commerce with at least 55% marks from a recognized University and 2 years relevant experience in Govt. Department, Public Sector Undertaking, Commercial organization of repute. ii) Having working knowledge of Computer i.e MS Word, Excel, Power Point and Tally etc. iii) Matric with Hindi or Sanskrit as one of the subject.

Yours faithfully,



Management Consultant,
for Additional Chief Secretary to Govt. Haryana,
Finance Department.

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A STATE GOVERNMENT UNDERTAKING)
BAYS NO. 3-6, SECTOR-2,
PANCHKULA

NOTIFICATION

Consequent upon issuance of instructions vide No. 3/5/2014-4GS-II dated 16.03.2022 by the Chief Secretary to Govt. Haryana regarding amendment in Service Rules for lower and upper age limit for direct recruitment in all categories and as per Memo No.181-Agri.-II (4)-2021/1638 dated 16.03.2022 issued by the Additional Chief Secretary to Govt. of Haryana Agriculture & Farmers Welfare Department, Chandigarh, the ACS Agriculture-cum-Chairman HSDC has raised the minimum age limit for recruitment from 17 years to 18 years for all categories and has approved the following amendment in the HSDC Employee Service Regulations, 1989 in Rule 5 in anticipation of BODs approval:-

1. These rules may be called the HSDC Employees Service Regulations, 1989 Amendment Rules, 2022.
2. In Rule 5 of the said rules for the word "Seventeen" is substituted with the word "eighteen".
3. The amendment shall be applicable with immediate effect.

Therefore, necessary amendments be made by all concerned in the Haryana Seeds Development Corporation Ltd. Employees Service Regulations, 1989 which were circulated to them vide H.O letter No.HSDC/Estt./F-/89/19376-80 dated 02.11.1989.

PANCHKULA
DATED:-17.03.2022

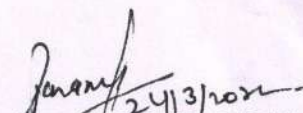
SANJEEV VERMA, IAS
MANAGING DIRECTOR

Endst. No.HSDC/Estt./F-524/2022/1843-46

Dated: 25/03/2022

Cc to:

1. All Divisional Heads/Officers, HSDC, Head Office.
2. All Regional Manager/Managers/Marketing Officer in HSDC field Offices.
3. PS to ACS Agriculture-cum-Chairman, HSDC.
4. PA to Managing Director, HSDC.
5. Concerned File.


CHIEF MANAGER (P&A)