

By Registered post.

From

Additional Chief Secretary to Government Haryana,
Higher Education Department, Chandigarh

To

All the Principals of Government Colleges
in the State of Haryana

Memo No. DHE-100004/26/2021 ME(1)

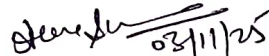
Dated, Panchkula, the 06-11-2025

Subject:- Regarding Model Online Transfer Policy for Non-Teaching Staff (Deputy Superintendent, Assistant, Steno Typist, Clerk, Laboratory Attendant and Junior Lecture Assistant) College Cadre Group-C working in Government Colleges of Haryana.

Kindly refer to this office Memo No. DHE-100004/26/2021 ME(1) dated 16.10.2025 on the subject cited above.

It is intimated that in suppression of existing Online Transfer Policy dated 07.02.2022, Department has adopted Model Online Transfer Policy issued by Haryana Government vide Gazette Notification No. 15/27/2018-4HR-1 dated 23.05.2025.

Futher, it is intimated that as per provision of clause 2(iv) of above said policy, it has been decided that minimum tenure for participation in Model Online Transfer Policy for the posts mentioned in the subject, will be "*one year*".



Joint Director ME

for Additional Chief Secretary to Govt. Haryana,
Higher Education Department

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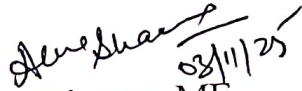
Dated, Panchkula

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

1. The Chief Secretary to Government Haryana, Chandigarh.
2. The Additional Chief Secretary to Government Haryana, Finance and Planning Department, Chandigarh.

3. The Director General Information and Public Relations, Haryana, Chandigarh.
4. The Director General, Health Services, Panchkula.
5. The Director Treasuries and Accounts Department, Haryana Chandigarh.
6. All the Deputy Commissioners of the State of Haryana.

7. The State Information Office, National Informatics Centre (NIC), 9th Floor, Haryana Civil Secretariat, Sector-1, Chandigarh with the request to develop the software for Online Transfers for Non-Teaching Staff (Deputy Superintendent, Assistant, Steno Typist, Clerk, Laboratory Attendant and Junior Lecture Assistant) College Cadre Group-C working in Govt. Colleges of Haryana and further necessary action under intimation to this department.
8. OSD/CM.
9. Secretary to Education Minister, Haryana.
10. PS/ACSHE, PS/DGHE.
11. Superintendent HRMS Cell (Local).
12. Incharge IT Cell for uploading on Web Portal.


08/11/25
Joint Director ME
for Additional Chief Secretary to Govt. Haryana,
Higher Education Department