



ORDER

The following additional charge is hereby given with immediate effect:-

Sl. No.	Name of the Officer	Present place of posting	Assignment of additional charge	Remarks
1.	Shri Anant Parkash Project Officer.	O/o ADC-cum-CPO, Bhiwani	O/o ADC-cum-CPO, Jind	twice in a week in addition to his present duties till further order.
2.	Shri Subeer Singh, Project Officer	The order endst. Endst. No.22/18/2007-5P dated 02/04/2018 regarding deputing Shri Subeer Singh, Project Officer o/o ADC-cum-CPO Rohtak for looking after the work of office of ADC-cum-CPO Jind in addition to his present duties are hereby withdrawn / revoked.		

Dated: Panchkula the 21st December,2018

Dr. Renu Phulia

Director, New and Renewable Energy Department

Endst. No.DNRE/Admin-2018/ 4472-76 Dated:- Panchkula, the 21-012-2018

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

1. The Additional Deputy Commissioner-cum-Chief Project Officer, NRE, Rohtak, Bhiwani & Jind.
2. PA/Director for kind information of W/Director, DNRE
3. Shri Subeer Singh Project Officer, o/o ADC-cum-CPO, Rohtak
4. Shri Anant Parkash, Project Officer, o/o ADC-cum-CPO, Bhiwani
- ✓ 5. Computer Programmer for uploading on the website of Department.

21-12-18

Superintendent (H)

For Director, New and Renewable Energy
Department, Haryana

HARYANA GOVERNMENT
GENERAL ADMINISTRATION DEPARTMENT
No. 17/28/2018-3GSII



To

1. All the Administrative Secretaries to Government, Haryana.
2. All the Heads of Departments, Haryana.
3. The Divisional Commissioners, Ambala/ Hisar/ Rohtak /Gurgaon/Karnal and Faridabad.
4. All the Managing Directors/Chief Administrators of Boards/Corporations/Public Undertakings in Haryana.
5. All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
6. All the Registrars of Universities in Haryana State.

Dated Chandigarh the 17.11.2018

Subject: - Regarding SETC (State Eligibility Test in Computer Appreciation and Applications) - compulsory for all who are working as Clerks and those want to work as Clerk on promotion or by direct recruitment.

Sir/Madam,

I am directed to refer to this Department's Instruction issued vide number 42/164/2008-3GSII dated 7/11/2013 and 22/9/2017 and convey that the Government has already made SETC compulsory for persons who are promoted to the post of Clerk and a mandatory eligibility condition for recruitment to Group C posts of clerks.

In recent judgement dated 4/9/2018/Hon'ble High Court in Uma Kant &Ors. Vs State of Haryana (CWP- 7630-2016, CWP-4053-2017, CWP- 18084-2016 and CWP- 17278-2018) has held that:-

"This court is of the firm opinion that promotion to the post of Clerk necessarily involves skill required for the post of Clerk at least knowing about the typing and the computer application in order to perform the duties of Clerk in the Government offices. Nay it would be a fundamental requirement for a Clerk to have skilled knowledge about the computer application and the typing (English/Hindi) for discharging the functions as such. There can not be a Clerk without the knowledge of computer application and typing etc. There is no question of prospective application of notification dated 09-11-2013. It must apply to all who are working as Clerks and taking salary of Clerk. However, the note shown to us by the learned state counsel that type test would be necessarily prospective as per notification dated 09-11-2013 is absurd. By saying so, the result would be that there would be one set of Clerks in the exempted category having no knowledge of typing (English/Hindi) or computer application and or SETC qualification. Another set would be of Clerks having SETC qualification working in the same Government office. The Clerks in the exempted category would chuckle at the others having SETC. The present petitioners have claimed that there is discrimination and they should also be granted exemption. Thus if all the Clerks are granted exemption from passing SETC the working in the offices of the Government is bound to be severely affected apart from increase in favouritism and nepotism.

The State of Haryana is a progressive State and the step in question to continue to grant exemptions to the favourites on such excuses including the alleged prospective

application, is bound to result in a retrograde step. We cannot countenance such a thought and move on the part of the high ranking officer like Additional Chief Secretary to reduce the standard in such a manner that too when huge salary with 7th recommendation is being paid without accountability. We, therefore, find that passing of SETC type test (English/Hindi) ought to be made compulsory for one and all who want to work as a Clerk on promotion or by direct recruitment. It is a different matter that Government may give chances and chances to them to appear in the said test.

We hope, trust and request the Chief Secretary of the State of Haryana to look into the matter personally and take decision in the interest of public and the State rather than granting exemptions which obviously has given rise to the present litigation."

Therefore, considering the ratio suggested by Hon'ble High Court in the above judgement, the Government has taken the following decisions:

1. Qualifying both the Part I (Knowledge test) and Part II (typing test) of the SETC (State Eligibility Test in Computer Applications) shall be compulsory for all the currently working Clerks and all those who want to work as clerk on promotion or by direct recruitment.
2. The definition of Clerk includes Clerk-cum-Computer Operator, Office Associate, Clerk-cum-Data Entry Operator, Steno-typist, Data Entry Operator and Clerk-cum-Typist.
3. Condition of passing the SETC shall apply to all clerks (whether regular or contractual) appointed by any mode of recruitment i.e. whether appointed on regular basis or transfer basis or promotion basis, or deputation or under Part II of Outsourcing Policy, etc.
4. It shall be mandatory for all Clerks (as defined in para 1 above) to qualify SETC within a period of 6 months i.e. by 31st of May, 2019.
5. In case, any clerk wishes to be exempted from SETC Part I (computer knowledge test), they may acquire necessary computer knowledge certification (mentioned in Govt. instruction no. dated 7/11/2013 and 22/9/2017) from the approved sources/authorized agencies i.e. HARTRON, HKCL, NIELIT, etc.
6. It may be brought to notice of the concerned, that expenditure incurred by the Clerks in acquiring SETC part I certification from authorized agencies/approved sources shall be reimbursed by their parent department upon successfully acquiring the said certification. The reimbursement shall be on actuals or maximum Rs. 3500/- only.
7. SETC Part II i.e. typing test shall be mandatory for all clerks. The typing test is being regularly conducted by HARTRON. The typing test is conducted both in English and Hindi. Employees must clear the typing test in any one language.
8. No further increment or promotion (where applicable) will be allowed to the clerks without passing both the components of SETC i.e. Part I (Knowledge test) and Part II (typing test).
9. To provide legal framework for implementation of these instructions, the SETC Rules, 2018 are being framed and shall be issued shortly.

S Khan

(Sube Khan)

Under Secretary, Protocol
for Chief Secretary to Government Haryana

New & Renewable Energy Department, Haryana, Panchkula

Endst. No. DNRE/ Admin-2018/ 4255-77 Dated Panchkula, the 17-12-2018
A copy of the above Government letter / instructions is endorsed to the following for information and compliance:-

1. All the Additional Deputy Commissioner-cum-Chief Project Officer(s), NRE, in the State
2. Programmer for updating on the website

[Signature]
17.12.18
Superintendent(H)



ORDER

90 (Ninty) days leave for the period from 10.12.2018 to 09.03.2019 to look after newly born baby without payment of stipend is, hereby sanctioned to Smt. Annu Rani, Apprentice in Stenographer (English) under sub-clause (a)(v) of Clause No.13-Grant of leave to apprentices under Apprenticeship Rules, 1992.

2- Apprenticeship training of Smt. Annu Rani, Apprentice in Stenographer(English) is hereby also extended for further of 90 days as per sub-clause (b)(v)8 of Clause No.13-Grant of leave to apprentices under Apprenticeship Rules, 1992.

Dated Panchkula, the
20th December, 2018

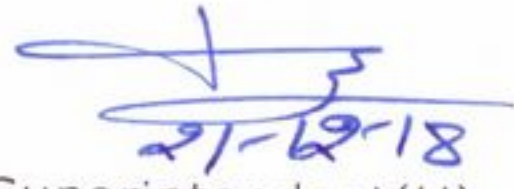
Dr. RENU PHULIA
Director, New and Renewable
Energy Department, Haryana.

Endst. No. DNRE-Admn-2018/ 4478-82

Dated: 21/12/18

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

1. The Director General, Skill Development & Industrial Training Department, Haryana, Sector-3, Majri Chowk, Panchkula.
2. The Principal-cum-Assistant Apprentice Advisor, Government Industrial Training Institute, Sector-14, Panchkula.
3. The Accounts Officer, O/o DNRE, Haryana, Panchkula.
4. ✓ Programmer O/o DNRE, Haryana -for uploading on the Website of Deptt.
5. Smt. Annu Rani, Apprentice in Stenographer(English) for information w.r.t. her application dated 05.12.2018.


21-12-18
Superintendent(H)
for Director, New & Renewable Energy
Department, Haryana, Panchkula.

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From

The Director,
New & Renewable Energy Department, Haryana,
Akshay Urja Bhawan,
Institutional Plot No.1, Sector-17,
Panchkula.

To

Shri Vishal Bhatnagar,
Senior Technical Manager,
Haryana Renewable Energy Development Agency (HAREDA)
Panchkula

Memo No.DNRE/Admin-2018/
Dated Panchkula, the

Subject:- Appointment of Nodal Officer for dealing with Grant-in-Aid schemes.

In this connection, I am directed to inform you that you have been designated / appointed as Nodal Officer for dealing with Grant-in-Aid schemes related to New & Renewable Energy Department / HAREDA.

The copy of letter No. DESA(PE)-2018/17447 dated 04/12/2018 of the Additional Chief Secretary to Government Haryana, Planning Department, is enclosed herewith for ready reference.

Encl: - As above

31.12.18

Superintendent(H)
For Director, New & Renewable Energy
Department, Haryana, Panchkula

Endst. No.DNRE/Admin-2018/ 4548-51 Dated: Panchkula, the 31-12-18

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

1. Additional Chief Secretary to Govt. Haryana, Planning Department, Chandigarh for information w.r.t. letter No. DESA(PE)-2018/17447 dated 04/12/2018. The details of Nodal Officer are as under:-

Sr. No.	Name & Designation	Department	Contact No.	Email ID
1.	Shri Vishal Bhatnagar Sr. Technical Manager	Haryana Renewable Energy Development Agency (HAREDA), Akshay Urja Bhawan, Institutional Plot No.1, Sector-17, Panchkula.	0172 258 7233 Mobile No. 9888732480 8360405913	bhatnagarvishal799@gmail.com

2. (DESA), Bays No.21-28, Yojna Bhawan, Secor-4, Panchkula for information w.r.t. letter No. DESA(PE)-2018/17447 dated 04/12/2018 of Additional Chief Secretary to Government Haryana, Planning Department.
3. P.A. / Director, New and Renewable Energy Department / HAREDA, for kind information of W/Director.
4. ✓ Programmer, NRE for uploading on the website of Department.

31.12.18

Superintendent(H)
For Director, New & Renewable Energy
Department, Haryana, Panchkula
Office telephone No.0172-2587233
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