



No. 3/28/2000/3SIT/3693

From

Principal Secretary to Government Haryana,  
Electronics & Information Technology Department.

To

1. All the Administrative Secretaries to Government Haryana.
2. All the Heads of Departments in Haryana.
3. Registrar, Punjab & Haryana High Court.
4. All the Divisional Commissioners in Haryana.
5. Managing Directors/Chief Administrators /Chief Executive Officers of all the Boards, Corporations etc. in Haryana.
6. All the Deputy Commissioners in Haryana.
7. Registrars of all the Universities in Haryana.

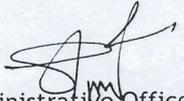
Chandigarh dated, the 15.07.2016.

**Subject: Implementation of e-mail Policy issued by Government of India in Departments/ Boards/ Corporations/ Universities etc of the State.**

Sir/Madam,

I am directed to address you on the subject cited above and to inform you that the State Government has decided that the e-mail policy issued by Department of Electronics and Information Technology, Government of India vide their notification no. 2(22)/2013- EG-II dated 18.02.2015 shall also be applicable to all employees of Departments /Boards/Corporations/ Universities etc in the State. The directives contained in this policy should be followed by all officials of Departments /Boards/Corporation /Universities etc with no exceptions. Copy of the said policy is enclosed herewith for ready reference and the policy is also available on the website: haryanait.gov.in and on the State Portal: Haryana.gov.in.

You are requested to direct all the officials working under your control to use the e-mail services as per the above referred policy.

  
Sr. Administrative Officer  
for Principal Secretary to Government Haryana,  
Electronics & Information Technology Department.

CC: ✓ (i) Sh. Rajender Singh, AGM (Web), Hartron- for placing the same on the website of IT Department.

(ii) Sh. Munish Chandan, Head SeMT - for placing the same on the State Portal.

9<sup>th</sup> Floor, Haryana Civil Secretariat, Sector-1, Chandigarh. 160001

Tel: PS(IT) 2740009, Sr.Ad.O: 2748142, Fax:0172-2749985  
E-mail: [fcit@hry.nic.in](mailto:fcit@hry.nic.in), Website.[www.haryanait.nic.in](http://www.haryanait.nic.in)