

MANUAL (v)
**PUBLICATION OF INFORMATION REGARDING ITEMS SPECIFIED
IN RULE 4(i)(B)(I) OF THE RIGHT TO INFORMATION ACT, 2005.**

(The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions)

	Name of the Act	Name of the Rules	Instructions(Wr ite circular No./ Date)
	<p>1. Acts Governing the Workers / Employees:-</p> <p>a) Industrial Act, 1946</p> <p>b) Minimum wages Act</p> <p>c) Workman compensation Act 1923.</p> <p>d) ESI Act, 1948</p> <p>e) EPF Act, 1952</p> <p>f) Payment of Gratuity Act, 1972</p> <p>2. Other Acts Governing the working in Haryana Tourism Corporation:-</p> <p>a) Public Premises Act 1971.</p> <p>b) Arbitration conciliation Act 1996</p>	<p>1. Rules Governing the Employees:-</p> <p>a) Punjab Civil Services Rules Part I & II as applicable to Haryana</p> <p>b) Punjab Financial Rules as applicable to Haryana</p> <p>c) Model service rules as applicable to the employees of Haryana Govt.</p> <p>d) Certified Standing Orders of 1981 for operational staff of Corporation</p> <p>e) Haryana Civil Services(P&A) Rules, 1987</p> <p>f) Haryana Compassionate Assistance to the Dependents of Deceased Govt. Employees Rules ,2006</p>	<p>Instructions as issued by the Haryana Govt. from time to time</p>

		2. Rules Governing Purchases of various articles:- a) Prescribed Purchase Procedure of 1998.	
		3. Rules Governing the Construction:- a) PWD B&R Rules for Construction	
		4. Rules Governing visitors and Tourists:- a) Rules/instructions regarding booking / cancellation of rooms/ banquet parties. b) Rules and regulation of Aravalli Golf Course, Faridabad c) Rules and regulation of Highway Golf Club, Karnal	
		5. General Documents:- a) General Terms & Conditions of letting out of sites/shops etc. b) Minutes of Boards Meeting, Share Holders Meeting	