

(Forwarding letter substituted bearing same number and date)

**No.16/71/2021-3GS-II
Haryana Government
General Administration Department
(General Services-II Branch)**

Dated: Chandigarh, the 19th January, 2022.

To

1. All the Administrative Secretaries to Government, Haryana.
2. All the Heads of Departments, Haryana.
3. All the Divisional Commissioners in Haryana.
4. All the Managing Directors of Boards/Corporations/Public Undertakings in Haryana.
5. The Registrar, Punjab and Haryana High Court, Chandigarh.
6. All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.

Subject: Haryana Kaushal Rozgar Nigam: prescription of Nigam Wage Rates for supply of manpower - thereof

Sir/Madam,

I am directed to invite your attention to erstwhile Punjab Government, Finance Department instructions No. 7004-F-41/60571 (FIN-GEN), dated 21.11.1941 which has governed the matter of D.C. Rates. Deputy Commissioners had been prescribing wage rates for various categories of manpower in the districts on the basis of above instructions.

2. It has been observed that various discrepancies have arisen over time involving differences in the rates of the rural labour and urban rates, increase in rates not proportional to the increase in the minimum wages, different prescriptions for "experience" etc.


3. Government of Haryana has set up the Haryana Kaushal Rozgar Nigam (HKRN) with the mandate of deploying contractual manpower in Government Departments/ Boards/Corporations etc.

4. Government has decided to prescribe "Wage Rates" for various categories/levels of job roles (copy enclosed) which shall be charged by the Haryana Kaushal Rozgar Nigam (HKRN) from the indenting departments. These rates shall be titled as "Nigam Wage Rates". The Government shall revise the Nigam Wage Rates from time to time.

5. These instructions will supersede all the instructions on the subject of DC Rate issued by Government from time to time including the instructions dated 21.11.1941 and also the instructions issued by the Deputy Commissioners in Haryana State. All the D.C rates prescribed vide above said instructions shall stand withdrawn and the Deputy Commissioners shall henceforth not prescribe any DC rates.

6. Approval of Finance Department has been obtained vide their UO No. 12/33/2021-1FG-I/27177 & 30423, dated 21.12.2021.

7. These instructions may please be brought to the notice of all concerned for strict compliance in letter and in spirit.


Superintendent General Services-II
for Chief Secretary to Govt. Haryana.

Endst. No.16/71/2021-3GS-II

Dated: Chandigarh, the 19th January, 2022

A copy is forwarded to the Principal Accountant General, Haryana (Audit/A&E) for information.


Superintendent General Services-II
for Chief Secretary to Govt. Haryana.

Endst. No.16/71/2021-3GS-II

Dated: Chandigarh, the 19th January, 2022

A copy is forwarded to the Controller Printing & Stationery, Haryana for printing in the extraordinary e-gazette Haryana.


Superintendent General Services-II
for Chief Secretary to Govt. Haryana.

**HARYANA GOVERNMENT
GENERAL ADMINISTRATION DEPARTMENT
(General Services-II Branch)**

NOTIFICATION

Dated: the 19th January, 2022

SUBJECT : Rationalization of Nigam Wage Rates (DC Rates) in the State.

No. 16/71/2021-3GS-II.— In supersession of all the D.C. Rates fixed/revised from time to time by the Deputy Commissioners in Haryana State under Finance Department instructions bearing No. 7004-F-41/60571(FIN-GEN), dated 21.11.1941, the Governor of Haryana is pleased to create/fix the Nigam Wage Rates in lieu thereof applicable w.e.f. 01.01.2022 as under :-

I. OBJECTIVE:

- (a) State Government has set up the Haryana Kaushal Rozgar Nigam (HKRN) with the mandate of deploying contractual manpower and manpower for outsource services in Government Departments/Boards/Corporations etc.
- (b) With a view to prescribe wage rates to be charged by the HKRN for manpower supplied to various Departments/Boards/Corporations & other entities, Government has decided to withdraw the erstwhile 'DC Rate' concept and prescribe new rates for various job roles. The new rates shall be termed as '**Nigam Wage Rates**'.

II. CATEGORIZATION OF DISTRICTS:

For the purpose of Nigam Wage Rates, **all the** Districts including Chandigarh and Delhi have been grouped into three categories I, II and III as indicated below:-

Districts Category	Name of the District
Category I	Gurugram, Faridabad, Panchkula and Sonapat
	Delhi and Chandigarh- in the offices under the control of State Government which are situated in Delhi or Chandigarh.
Category II	Panipat, Jhajjar, Palwal, Karnal, Ambala, Hisar, Rohtak, Rewari, Kurukshetra, Kaithal, Yamunanagar, Bhiwani & Jind
Category III	Mahendergarh, Fatehabad, Sirsa, Nuh and Charkhi Dadri

The Rationale for this classification is urban development i.e., **Category I** comprises those districts which have proximity to capitals (Delhi, Chandigarh) or they are metropolitan cities (10 lakh+ population) or the cities are approaching metropolitan status; **Category III**

comprises those districts which have low cost of living; **Category-II** comprises those districts which fall neither in Category-I nor in III.

III. CLASSIFICATION OF JOB ROLES:

Various kinds of job roles have been classified into four levels, i.e. Level-I, Level-II, Level-III, Level-IV. The Level-I includes job roles (listed in Annexure-A) where educational qualification is upto Matric. Level-II includes job roles (listed in Annexure-B) of ministerial nature and non-technical. Level-III includes job roles (listed in Annexure-C) which are of technical nature and required ITI or other technical qualifications. Level-IV refers to job roles (listed in Annexure-D) where essential qualification is Graduation and above. Whenever an Organization wishes to engage a person to perform a particular job role, reference can be made to the Annexures to identify the Level in which the job role shall fall.

IV. TABLE OF BASE WAGE RATES AND NIGAM WAGE RATES:

Based on the above principles, the base wage rates for various groups of Districts have been indicated in the Table A below:

	Level-I	Level-II	Level-III	Level-IV
In Category I - Districts	17,520	20,590	21,200	22,420
In Category II - Districts	15,450	18,510	19,120	20,350
In Category III - Districts	14,330	17,390	18,000	19,230

The new Nigam Wage Rates based upon methodology described above for various classifications of job roles in levels I to IV (listed in Annexure A to D) in three categories of districts including weightage for experience have been indicated in Table B below: -

Table B – New Nigam Wage Rates

Levels	In Districts of Category-I			In Districts of Category-II			In Districts of Category-III		
	Exp. 0 - 5 years	Exp. >5 - 10 years	Exp. > 10 years	Exp. 0 - 5 years	Exp. >5 - 10 years	Exp. > 10 years	Exp. 0 - 5 years	Exp. >5 - 10 years	Exp. > 10 years
	Base rate	Base rate + 10%	Base rate + 20%	Base rate	Base rate + 10%	Base rate + 20%	Base rate	Base rate + 10%	Base rate + 20%
Level-I	17,520	19,272	21,024	15,450	16,995	18,540	14,330	15,763	17,196
Level-II	20,590	22,649	24,708	18,510	20,361	22,212	17,390	19,129	20,868
Level-III	21,200	23,320	25,440	19,120	21,032	22,944	18,000	19,800	21,600
Level-IV	22,420	24,662	26,904	20,350	22,385	24,420	19,230	21,153	23,076

V. ANNUAL REVISION OF NIGAM WAGE RATES:

These Nigam Wage Rates will be revised annually, based upon changes in minimum wages and CPI values.

VI. SUPERSESSION OF EXISTING DC RATES:

The existing rates prescribed by Deputy Commissioners in the districts shall be superseded by these Nigam Wage Rates.

VII. TREATMENT OF DISCREPANCY – NEW NIGAM WAGE RATES PRESCRIBED BY GOVERNMENT OFFICE VS EXISTING DISTRICT DC RATES:

It may happen that upon application of the new Nigam Wage Rates prescribed by Government, the remuneration for certain job roles in the districts could turn out to be lower or higher vis-a-vis the new rates. The principle to be applied in resolving such situations shall be as follows:

- (i) *Where new rate is higher, the deployed person shall be paid the new rate only.*
- (ii) *Where new rate is lesser, the deployed person shall be paid the existing wages as per the district DC rate which shall be considered the Nigam (old) Wage Rate.*

VIII. CLARIFICATIONS, IF ANY:

In case there is any doubt/issue in classification of job roles in Level I to IV or any issue of wages, then the Organization through Administrative Department concerned can approach the office of Chief Secretary to Government, Haryana (in General Administration Department) for clarification.

Sanjeev Kaushal
Chief Secretary to Government, Haryana.

ANNEXURE-A**LIST OF JOB ROLES OF LEVEL-I****(It includes the Job Roles for which essential qualification is upto Matric)**

Sr. No.	Job Title	Sr. No.	Types of Job Roles covered	Qualification		
1	Animal Care Worker	1	Animal Attendant	Matric		
		2	Kennel Man (Dog Handler)	Matric		
2	Office Associate	3	Attendant	Matric		
		4	Attendant photostat machine	Matric		
		5	Attendant /Peon	Matric		
		6	Bearer	Matric		
		7	Class Attendant	Matric		
		8	Drama Party Attendant	Matric		
		9	Gallery Attendant	Matric		
		10	Hostel Attendant	Matric		
		11	Lady Attendant	Matric		
		12	Library Helper	Matric		
		13	Orderly	Matric		
		14	Parade Attendant	Matric		
		15	Petrol Pump Attendant	Matric		
		16	Store Attendant	Matric		
		17	Telephone Attendant	Matric		
		18	Theatre Attendant	Matric		
		19	Dark Room Attendant	Matric		
		20	Water Carrier	Matric		
		21	Peon	Matric		
		22	User	Matric		
		23	Camera attendant	Matric		
		24	Daftri	Matric		
		25	Lady Hostel Attendant	Matric		
		26	Store Munshi	Matric		
		27	Room Attendant	Matric		
		3	Bailiff	28	Bailiff	Matric
		4	Barber	29	Barber	Matric
5	Cobbler	30	Cobbler	Matric		
6	Construction Worker	31	Mason	Matric		
		32	T.Mate	Matric		
		33	Attendant (Construction)	Matric		
		34	Blacksmith	Matric		
		35	Blacksmith Helper	Matric		
		36	Carpenter	Matric		
		37	Carpenter Helper	Matric		
		38	Crane Operator-cum-Helper	Matric		
		39	Crane Worker	Matric		
		40	Painter	Matric		
		41	Labourer	Matric		
		42	Road Mate	Matric		
		43	Welder Helper	Matric		

Sr. No.	Job Title	Sr. No.	Types of Job Roles covered	Qualification
7	Dhobi	44	Dhobi	Matric
8	Field Worker	45	Gauge Reader	Matric
		46	Beldar	Matric
		47	Bill distributor	Matric
		48	Boat Keeper	Matric
		49	Chainman	Matric
		50	Cleaner	Matric
		51	Coolie	Matric
		52	Dak Runner	Matric
		53	Ferro Khalasi	Matric
		54	Field Man	Matric
		55	Field Worker	Matric
		56	Fisherman-cum-Watchman	Matric
		57	Frash	Matric
		58	Gang Mate	Matric
		59	Gardner	Matric
		60	Peon-cum-Water Carrier	Matric
		61	Glass Cleaner	Matric
		62	Head Mali	Matric
		63	Hospital Coolie	Matric
		64	Keeper	Matric
		65	Khalasi	Matric
		66	Mali	Matric
		67	Mali-cum-Beldar (Dying cadre)	Matric
68	Mate	Matric		
69	Mazdoor	Matric		
70	Mechanical Helper	Matric		
71	Messenger	Matric		
72	Packer	Matric		
73	Press Messenger	Matric		
74	Women Coolie	Matric		
75	Dusting Bearer-cum-mender	Matric		
76	Ground Man	Matric		
77	Process Server	Matric		
78	Store Helper	Matric		
79	Field Assistant	Matric		
80	Store Man	Matric		
9	Security Guard	81	Mining Guard	Matric
		82	Security man	Matric
10	Hospital Worker	83	Swasthya Sahayak	Matric
		84	Visera Cutter	Matric
		85	Ward Boy/Ward Attendant	Matric
		86	Ward Servant	Matric
		87	Labour Room Attendant	Matric
		88	Dresser	Matric
11	Kitchen Worker	89	Cook	Matric

Sr. No.	Job Title	Sr. No.	Types of Job Roles covered	Qualification
		90	Cook Mate	Matric
		91	Kitchen Bearer	Matric
		92	Mess Helper	Matric
		93	Pantryman	Matric
		94	Waiter	Matric
		95	Water Carrier-cum-Cook	Matric
		96	Cook Helper	Matric
		97	Halwai Helper	Matric
		98	Kitchen Attendant	Matric
		99	Tandooria	Matric
12	Publicity Worker	100	Announcer	Matric
		101	Block Publicity worker	Matric
		102	Leader Bhajan Party	Matric
		103	Member Bhajan Party (Chimta)	Matric
		104	Member Bhajan Party (Dholak)	Matric
13	Tailor	105	Tailor	Matric
14	Technical Worker	106	Cane Worker	Matric
		107	Lab. Assistant	Matric
		108	Oil Man	Matric
		109	Assistant Electrician-cum-Helper	Matric
		110	Assistant Pump Operator	Matric
		111	Battery Attendant Helper	Matric
		112	Helper	Matric
		113	Electrician	Matric
		114	Electrician Helper	Matric
		115	Helper Battery Attendant	Matric
		116	Helper Blacksmith	Matric
		117	Helper Carpenter	Matric
		118	Helper Electrician	Matric
		119	Helper Mechanic	Matric
		120	Helper to Lineman Rax	Matric
		121	Helper to Plumber	Matric
		122	Helper Tyreman	Matric
		123	Helper Welder	Matric
		124	Lab Attendant	Matric
		125	Lab Boy	Matric
126	Lab. Peon	Matric		
127	Moulder	Matric		
128	Plumber cum pump Operator	Matric		
129	Tyreman Helper	Matric		
130	Workshop Attendant	Matric		
15	Sanitation Worker	131	Sanitation Employee	Literate
		132	Sewer man	Literate
		133	Sweeper	Literate
		134	Jamadar	Literate
16	Chowkidar	135	Chowkidar	Literate

Sr. No.	Job Title	Sr. No.	Types of Job Roles covered	Qualification
		136	Chowkidar-cum-Attendant	Literate
		137	Chowkidar-cum-Mali	Literate
		138	Chowkidar-cum-Mali-Cum-Sweeper	Literate
		139	Gate Keeper	Literate
		140	Peon cum Chowkidar	Literate
		141	Provincial Reserve Chowkidar	Literate
		142	Mali-cum-Chowkidar	Literate
		143	Sweeper-cum-Chowkidar	Literate
		144	Cook-cum-Chowkidar	Literate
		145	Water Carrier-cum-Chowkidar	Literate

Note.— Hindi or Sanskrit as one of the subjects in Matric or Hindi as one of the subjects in higher standard.

ANNEXURE-B

LIST OF JOB ROLES OF LEVEL-II
*(It includes job roles of ministerial nature or Non-Technical nature
for which essential qualification is above Matric)*

Sr. No.	Job title	Sr. No.	Job Roles covered	Qualification
1	Office Executive	1	Clerk/ Cashier	10+2 with SETC
		2	Constable	10+2
		3	Data Entry Operator (DEO)	10+2; and (ii) (a) minimum 1 year diploma in Computer Science; or (b) SETC Test qualified from HARTRON
		4	Junior Scale Stenographer	10+2 with Shorthand speed of 100 wpm in English and/or 80 wpm in Hindi
		5	Receptionist	Graduate
		6	Steno-typist	10+2 with Shorthand speed of 80 wpm in English and/or 64 wpm in Hindi
		7	Store-keeper	Graduate
		8	Telephone Operator	10+2
2	Development Associate	9	Gram Sachiv	Graduate
3	Revenue Associate	10	Patwari	Graduate
4	Conductor	11	Conductor	10+2
5	Driver	12	Driver	Matric+ minimum 5 years old driving licence

Note.— Hindi or Sanskrit as one of the subjects in Matric or Hindi as one of the subjects in higher standard.

ANNEXURE-C

LIST OF JOB ROLES OF LEVEL-III

(It includes Job roles which are of technical nature or for which essential qualification is 10+2 or above with skill qualification (ITI Diploma or other technical qualifications) and/or or experience)

Sr. No.	Job title	Sr. No.	Job Roles covered	Qualification
1	Revenue Executive	1	Kanungo	Graduate
2	Office Executive	2	Assistant	10+2 with 5 years' experience of Clerk and SETC
		3	Stenographer (Senior Scale)	10+2 with Shorthand speed of 100 wpm in English and/or 80 wpm in Hindi
		4	Librarian	10+2 with Bachelor of Library and Information Science
		5	Welfare Officer	Graduate with Economics or Sociology as one of the subjects or a Master in Social work.
3	Teaching Professionals	6	JBT Teacher	10+2 with 2 years Diploma in D.Ed.
		7	Drawing Teacher	10+2 with 2 years Diploma in Arts & Craft
		8	PTI Teacher	Matric + Certificate in Physical Education conducted by the Haryana Education Department or an equivalent qualification recognized by the Haryana School Education Board.
		9	Master/TGT	Graduation in relevant subject + B.Ed.
4	Architecture Associate	10	Draftsman	10+2 with 3 years diploma of Draftsman or Architectural Assistantship
5	Medical Technician	11	X-Ray Technician (Radiographer)	10+2 with diploma of X-Ray Technology
6	Medicine Sales Professional	12	Pharmacist	10+2 with Diploma in Pharmacy
7	Technical Professional	13	Supervisor	10+2 with Diploma in relevant field.
		14	Junior Engineer	10+2 with Diploma in Engineering
8	Legal Professional	15	Legal Assistant	B.A. LL.B.
9	Data Professional	16	Statistical Assistant	Masters degree in Math/Economics/Commerce

Note.— Hindi or Sanskrit as one of the subjects in Matric or Hindi as one of the subjects in higher standard.

ANNEXURE-D**Job Roles of Level-IV**

(It includes Job roles for which essential qualification is Graduation or above with or without any other technical qualification and/or experience etc.)

Sr. No.	Job title	Job roles covered	Qualification
1	Teaching Faculty	Lecturer	Master Degree in relevant subject.
2	Project Management Professional	Project Officer	Master Degree in Physics/ Chemistry/Math or Operational Research
3	Accounts Professional	Accounts Officer	M.Com. with an experience of 5 years in accounts or Degree of Chartered Accountant
4	Architecture Professional	Assistant Architect	Degree of B.Arch.
5	Research & Data Professional	Research Officer	Master's Degree in Economics or Mathematics or Commerce with Statistics as one of the subjects
6	Engineering Professional	Sub Divisional Engineer	B.Tech. in the relevant field

Note.— Hindi or Sanskrit as one of the subjects in Matric or Hindi as one of the subjects in higher standard.
