

No. 16/103/2023-4HR-III

**Haryana Government
Human Resources Department
(Human Resources-III Branch)**

Dated Chandigarh the, 16th October, 2023

To

1. All the Administrative Secretaries to Government Haryana.
2. All the Heads of Departments, Haryana.
3. All the Managing Directors/ Chief Administrators/ CEO's of Boards/ Corporation/ Public Undertakings in Haryana.
4. All the Divisional Commissioners in Haryana.
5. The Registrar, Punjab and Haryana High Court, Chandigarh.
6. All the Deputy Commissioners and Sub-Divisional Officers (C) in Haryana.
7. The Registrars of all the Universities in Haryana State.

Subject: Regarding needs of manpower in Boards & Corporations and Undertakings.

Sir/Madam,

I am directed to invite your kind attention to para No. 5.2 and 5.3 of the 'Deployment of Contractual Persons Policy, 2022' issued vide No. 16/91/2021-3GS-II, dated 30.06.2022 and to say that procedure for raising demand for engagement of contractual manpower through Haryana Kaushal Rozgar Nigam on its portal was under consideration with Government.

2. After due deliberations, it has been decided by the Government that HKRN will continue to follow the existing procedure for raising demand for engagement of contractual manpower through HKRN on its portal.

3. Accordingly, all the Heads of the Department are directed to submit their proposal on file to Finance Department simultaneously also for its examination. Haryana Kaushal Rozgar Nigam will provide a consolidated list of the demand raised by the departments on HKRN Portal on every Monday to Finance Department. Finance Department will examine the proposals of Administrative Department on file within a week's time positively and clear the proposal, as the case may be, on the HKRN portal.

4. In respect of Boards & Corporations and Undertaking, the following decisions have been taken:-

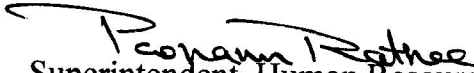
- i) Boards, Corporations and Undertakings which are not receiving any Budgetary Support from State Government are exempted from seeking the prior approval of FD for engagement of contractual manpower through HKRN against the vacant posts within the ceiling of sanctioned posts.
- ii) In case, Boards, Corporations and Undertakings require additional staff beyond sanctioned posts then prior approval shall be taken from HBPE of FD as per existing procedure.
- iii) In case of seasonal engagement of manpower through HKRN such as ALMs during Rabi & Kharif season by DISCOM, Data Entry Operators and Chowkidars by HSAMB during procurement seasons, one time approval of number of such seasonal manpower shall be obtained from FD. Thereafter, Boards/ Corporation /Undertakings may engage seasonal contractual manpower

through HRKN as per its requirement without prior approval of FD but within the ceiling approved by FD.

5. The above issues with the concurrence of Finance Department conveyed vide U.O. No. 28/47/2022-B&C/20617/21760, dated 26.09.2023.

6. **This may please be treated as Most Urgent.**

Yours faithfully,


Superintendent, Human Resources-III
for Chief Secretary to Government, Haryana 16.10.23

Endst. No. 16/103/2023-4HR-III

Dated: 16.10.2023

A copy is forwarded to the Additional Chief Secretary to Government, Haryana, Finance Department with reference to their U.O. No. 28/47/2022-B&C/20617/21760, dated 26.09.2023 for information and necessary action.


Superintendent, Human Resources-III
for Chief Secretary to Government, Haryana

Endst. No. 16/103/2023-4HR-III

Dated: 16.10.2023

A copy is forwarded to the Chief Executive Officer, Haryana Kaushal Rozgar Nigam Limited, Panchkula for information and necessary action.


Superintendent, Human Resources-III
for Chief Secretary to Government, Haryana