

**No. 16/41/2026-4HR-III**  
**Haryana Government**  
**Human Resources Department**  
**(Human Resources-III Branch)**

Dated Chandigarh the 20<sup>th</sup> May, 2026

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/Corporations/ 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: Constitution of Coordination Grievance Redressal Committee for resolution of issues relating to Job Security Law and matters concerning contractual manpower of HKRNL before resorting to judicial interventions.**

\*\*\*\*\*

In order to ensure timely and effective resolution of issues relating to the Job Security Law and matters concerning contractual manpower engaged through *Haryana Kaushal Rozgar Nigam Limited (HKRNL)*, and to minimize avoidable litigation, the Government hereby constitutes a **Coordination Grievance Redressal Committee** with immediate effect.

### 1. Composition of the Committee

The Committee shall comprise the following:

- i. General Manager, HKRNL – Chairperson
- ii. Concerned Superintendent, Human Resources Department (dealing with HKRNL/Job Security matters) – Member
- iii. Concerned Superintendent, Finance Department – Member
- iv. IT Head, CRID Department – Member
- v. Managing Director or nominee of Haryana Knowledge Corporation Limited – Member

**Supporting Staff:** ADA, two Legal Assistants, and DEO from HKRNL

HKRNL shall act as the **nodal agency** for convening meetings and coordinating with all concerned departments.

### 2. Functions of the Committee

The Committee shall:

- Examine issues relating to Job Security Law, contractual manpower engagement, eligibility disputes, and service verification.
- Facilitate inter-departmental coordination among Human Resources Department, HKRNL, Finance Department, CRID, and concerned Administrative Departments.
- Undertake pre-litigation examination of disputes and attempt administrative resolution.
- Provide time-bound recommendations/guidance to the concerned departments.
- Identify cases likely to result in litigation and suggest appropriate administrative remedies.

### 3. Sitzings of the Committee

- The Committee shall meet at least **twice a week initially**, with flexibility to increase the frequency depending on workload.
- Meetings may be conducted in **physical or virtual mode**, as deemed appropriate.
- 

### 4. Timeline for Redressal

- Grievances shall ordinarily be resolved within **15 days** from the date of cognizance.
- The timeline may be extended by up to **10 days**, wherever necessary.

### 5. Grievance Redressal Mechanism

Since HKRNL already operates an online grievance redressal system, the following mechanism shall be followed:

- All grievances shall mandatorily be filed on the HKRNL grievance portal in the first instance.
- Only unresolved cases shall be escalated to the Coordination Grievance Redressal Committee for further examination and resolution.

## 6. Directions

All contractual employees engaged through HKRNL, Boards, Corporations, and Government Departments shall mandatorily avail the grievance redressal mechanism available on the HKRNL portal. In cases where the grievance remains unresolved, the matter shall be placed before the Coordination Grievance Redressal Committee. Administrative remedies shall be exhausted prior to seeking judicial intervention.

This issues with the approval of the Competent Authority.

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

Endst. No.:16/41/2026-4HR-III

Dated Chandigarh the 20<sup>th</sup> May, 2026

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

1. General Manager, HKRNL.
2. Concerned Superintendent, Human Resources Department (dealing with HKRNL/Job Security matters).
3. Concerned Superintendent, Finance Department.
4. IT Head, CRID Department.
5. Managing Director or nominee of Haryana Knowledge Corporation Limited.