

**HARYANA GOVERNMENT
GENERAL ADMINISTRATION DEPARTMENT
(IN GENERAL SERVICES-II BRANCH)
No.16/7/2015-3GSII**

Dated Chandigarh the 09th June, 2016

To

- (i) All Administrative Secretaries to Government of Haryana.
- (ii) All Heads of Departments, Haryana.
- (iii) The Divisional Commissioners, Ambala/Hisar/Rohtak and Gurgaon.
- (iv) The Registrar, Punjab & Haryana High Court, Chandigarh.
- (v) All the Managing Directors/Chief Administrators of Boards/Corporations/ Public Undertakings in Haryana.
- (vi) All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.

Subject: Hiring of personnel against regular sanctioned posts under Part-II of State Outsourcing Policy.

Sir/Madam,

Reference on the subject noted above.

1. Departments have been submitting cases for hiring of personnel against sanctioned vacant posts under Outsourcing policy. As per provisions of Part-II of Outsourcing Policy, whenever it is emergent for the department to hire personnel against sanctioned vacant posts, the department can engage persons by sending requisition to Employment Exchange and by advertisement in the newspapers. The employment shall be offered purely on contractual basis initially for a period not exceeding one year or till the regular selected candidates are appointed, whichever is earlier on 50% of the initial pay (pay in Pay Band + Grade Pay + DA as admissible from time to time) of fresh entrant regular employee after 1.1.2006 subject to minimum of Rs.8100/- per month or as fixed by the State Government (in General Administration Department) from time to time or at DC rate of concerned district, whichever is higher.

2. I am directed to convey that all Departments and Boards/Corporations/ Public Undertakings shall meet their emergent requirements for staff against sanctioned vacant posts through outsourcing under Part-II of the Outsourcing Policy (conveyed vide letter No.16/7/2015-1SGII, dated 6th April, 2015 and as amended from time to time) till regular selected candidates are made available by the recruitment bodies.

3. Care must be taken to evolve a transparent selection methodology, which must be duly approved by the Administrative Secretary of the department.

4. It is hereby clarified that certain Departments have got "regular posts on contractual basis" and these are strictly not covered under Part-II of Outsourcing Policy. However, Departments having such posts shall invariably adhere to a transparent hiring process for filling of such nature of posts too.

Yours faithfully,

Mohinder Datta

Under Secretary to Government, Haryana
Protocol Department

Endst. No. No.16/7/2015-3GSII

Dated: 09.06.2016

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

1. All the Registrars of Universities in the State of Haryana.
2. The MD/HARTRON.
3. The State Informatics Officer (NIC), Haryana Civil Secretariat, Chandigarh for uploading on the websites of the State Government and Chief Secretary's office as well. He is also requested to send this letter by e-mail to all concerned.

Mohinder Datta

Under Secretary to Government, Haryana
Protocol Department