

# HARYANA KAUSHAL ROZGAR NIGAM LIMITED

HKRNL Bhawan, Plot No. 101, Sector-12, Panchkula.

From

Chief Executive Officer  
Haryana Kaushal Rozgar Nigam Limited,  
Plot no. 101, Sector-12, Panchkula.

To

1. All the Administrative Secretaries to Government, Haryana.
2. All the Heads of Departments in the State of Haryana.
3. The Divisional Commissioners, Ambala/Karnal/Faridabad/Hisar/Rohtak and Gurugram Administrative Divisions in the State of Haryana.
4. The Registrar, Punjab and Haryana High Court, Chandigarh.
5. All the Managing Directors/Chief Administrators of Boards/Corporations/ State Public Sector Undertakings in the State of Haryana.
6. All Chairpersons/CEOs of all Statutory Bodies of Govt. of Haryana.
7. Registrar of all Universities in the State of Haryana.
8. All Deputy Commissioners in the State of Haryana.

Memo No. 8018 . Dated: 25/03/25

**Subject :** Renewal of deployment beyond 31.03.2025 of the Contractual Manpower deployed through Haryana Kaushal Rozgar Nigam Ltd. (HKRNL)

**Sir/Madam,**


I am directed to invite your attention to Para 5.3 of the Deployment of Contractual Persons Policy, 2022 as amended from time to time vide which it has been provided that all Indenting Organisations shall submit their requisitions for contractual manpower to HKRN with the copy of prior approval of Finance Department indicating the quantity of manpower required for any of the notified job roles, location (district), the period for which required, along with details of the available budget for payment of wages through the designated Nigam web-portal.

2. Requests have been received from various Departments/Organizations to renew the contract of manpower already deployed through HKRN. The matter has been considered and decided as follows:

- i) Extension of contractual engagement of existing deployees of HKRN to various Departments/Organizations is allowed till 31.03.2025 only.
- ii) For further extension of services beyond 31.03.2025, the Indenting Departments/Organizations shall proceed as follows:
  - a. In case of deployment against regular sanctioned posts, the indenting entity shall provide proof of placement of indent to recruiting bodies (HSSC etc) and also provide fresh approval of Finance Department for extension of contracts.
  - b. In case of deployment against contractual sanctioned posts, the indenting entity shall provide fresh approval of Finance Department for extension of contracts.

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

Yours faithfully,

  
General Manager  
for Chief Executive Officer,  
Haryana Kaushal Rozgar Nigam Limited  
Panchkula.

CC: PA/CEO

