

**HARYANA KAUSHAL ROZGAR NIGAM LIMITED**  
Registered Office: Kaushal Bhawan, IP-2, Sector-3, Panchkula  
Office Address: Plot No. 101, Sector-12, Panchkula

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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 of Ambala/ Karnal/ Faridabad/ Hisar/ Rohtak and Gurugram Administrative Divisions in the State of Haryana.
4. All the Managing Directors/Chief Administrators of Boards/Corporations/ State Public Sector Undertakings in the State of Haryana.
5. All Chairpersons/ CEOs of all Statutory Bodies of Govt. of Haryana.
6. Registrar of all Universities in the State of Haryana.
7. All Deputy Commissioners in the State of Haryana.

Memo No. 1412

Dated: 11-07-2023

**Subject: Clarification Regarding Contract Renewal Process on HKRNL Portal.**

Kindly refer to the subject cited above.

Government of Haryana has established Haryana Kaushal Rozgar Nigam Limited for providing/deploying contractual manpower for specified Government Departments, Boards, Corporations, Statutory Authorities, State Universities and other agencies under Government of Haryana.

The contract of ported manpower be renewed with approval of HOD/ Finance Department, GoHas per request of indenting origination.

The contract of fresh engaged manpower through HKRNL be not renewed after expiry of contract period.

The contract of existing fresh engaged manpower whose contract have been expired and expiring in next month be extended up to 31.07.2023.

Indenting Organization need to raise a new request of requisition/ indent for new manpower against contract expired manpower in case of manpower still required by indenting origination.

  
Chief Executive Officer  
HKRNL, Panchkula