

No. 16/91/2021-4HR-III
Haryana Government
Human Resources Department
(Human Resources-III Branch)

Dated Chandigarh the, 13th May, 2025

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: Regarding amendments in the Deployment of Contractual Persons Policy, 2022.


Sir/Madam,

I am directed to invite your kind attention to the notification issued vide No. 16/91/2021-3GS-II, dated 30.06.2022, wherein Government had framed a policy namely, "Deployment of Contractual Persons Policy, 2022" applicable from 01.04.2022 for deployment of contractual manpower through the Haryana Kaushal Rozgar Nigam Limited and partially it was amended vide notification No. 16/91/2021-4HR-III dated 26.10.2023.

2. Now, Government has considered the matter and it has been decided to further amend the Deployment of Contractual Persons Policy, 2022 notified on 30.06.2022 and its amendment notified on 26.10.2023.

3. The present amendments in the Deployment of Contractual Persons Policy, 2022 (issued vide notification No. 16/91/2021-3GS-II, dated 30.06.2022 and its amendments issued vide No. 16/91/2021-4HR-III, dated 26.10.2023) may please be brought to the kind notice of all concerned for necessary action and strict compliance in letter & spirit.

Yours faithfully,


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

13/5/2025

**HARYANA GOVERNMENT
HUMAN RESOURCES DEPARTMENT
(Human Resources-III Branch)
NOTIFICATION**

Dated: Chandigarh, the 13th May, 2025

No. 16/91/2021-4HR-III.— In partial modification of Notification issued vide even number dated 30.06.2022 and amended on 26.10.2023, the following further amendments are notified with immediate effect in respect of **"Deployment of Contractual Persons Policy, 2022"**:-

(1) In the Deployment of contractual Persons Policy, 2022, the clause 2, regarding object of the policy, shall be substituted as under:-

With a view to strengthen the delivery of services to the people, it is necessary to engage manpower for activities/services that are of an auxiliary or supporting nature. The object of the policy is to provide quality and skilled manpower to Government organisations, Private Sector (both in India and abroad) and also to encourage self-employment through entrepreneurship.

(2) In the amended Deployment of contractual Persons Policy, 2022, sub-clause (iv) of clause 3, regarding application of policy, shall be substituted as under:-

(iv) HARTRON professionals working under Information Technology Department Job-Work Policy issued from time to time.

(3) In the amended Deployment of contractual Persons Policy, 2022, clause 5.5 shall be substituted as under:-

5.5 Timely payment for indent cost:

Indenting organisations shall ensure timely payment of indent cost to the Nigam for the deployed manpower. If payment of wages of deployed manpower is not executed by 7th of every month, the Nigam shall be at liberty to withdraw the deployed manpower. All the Indenting Organisations at the time of making payments to the Nigam shall follow the provisions of the GST and Income Tax Act, 1961 for TDS, as and where applicable.

(4) In the Deployment of contractual Persons Policy, 2022, the sub-clause 5.7 of clause 5, regarding action before or after joining of contractual manpower, shall be substituted as under:-

5.7 Action before or after joining of contractual manpower: Before the issue of DOL, the Nigam shall verify the documents submitted by the registered candidates. Upon joining of the person(s), the Indenting Organisation shall inform the Nigam regarding joining on the portal, after which web-portal will generate an Identity Card to be made available to the deployed person.



(5) In the Deployment of contractual Persons Policy, 2022, the sub-clause 6.5 of clause 6, regarding Training/ Skilled to the deployed persons, shall be substituted as under:-

6.5 Training/Skilling to the deployed persons and to encourage for entrepreneurship:

- (i) The Nigam shall arrange imparting suitable training/skilling to the shortlisted candidates so as to make them capable of performing the duties to be assigned by the indenting Organization.
- (ii) The Nigam will also encourage entrepreneurship in the State for all candidates registered on the portal by linking them with various States/Central sponsored entrepreneurship programmes or Schemes.

(6) In the amended Deployment of contractual Persons Policy, 2022, sub-clause 8.4 of clause 8 regarding age, shall be substituted as under:-

8 (8.4). Age:

- (1) For engagement against a Job Role under this policy, the lower age limit shall be 18 years and the upper age limit shall be 42 years. However, there shall be relaxation in upper age limit in respect of applicants of reserved categories as per instructions issued by Government from time to time.
- (2) The maximum age one can be allowed to retain on deployment will be 60 years for job Level-I and 58 years for remaining job Levels. The employee will be terminated from the last day of the month in which the employee completes the maximum age of 58 or 60 years, as the case may be.

(7) In the Deployment of contractual Persons Policy, 2022, the sub-clause 8.7 of clause 8, regarding consent of candidate, shall be substituted as under:-

8 (8.7). Consent of Candidate: Before the recommendation of name of any candidate, Nigam shall seek his consent by way of an SMS/email for deployment in an Indenting Organisation. If any candidate does not respond within the period prescribed in the Contract Service Rules by HKRNL, it will be presumed that he is not willing to be considered for deployment against the job role offered to him. In case no response with respect to his consent regarding first offer of deployment the concerned candidate shall be debarred from the merit list for a period of one month and for a period of three months on non-response of his consent for second offer of deployment. Finally, in case of non-response regarding his consent at third time, the candidate shall be debarred for a period of one year for his deployment through the Nigam.



(8) In the amended Deployment of contractual Persons Policy, 2022, sub-clause 8.8 of clause 8, regarding selection of criteria, shall be substituted as follows:-

8 (8.8). The merit list of candidates shall be prepared as per the following scoring parameters:

S. No.	Parameter	Maximum Score
(i)	Weightage on the basis of Annual family income of the candidate as verified in the family information data reporting established under the Haryana Parivar Pehchan Act 2021, which shall be taken as conclusive proof in terms of selection 6(2) of the Act.	40 Points
(ii)	Weightage of Age of the Candidate as verified in the family information data reporting established under the Haryana Parivar Pehchan Act 2021, which shall be taken as conclusive proof in terms of Selection 6(2) of the Act.	10 Points
(iii)	Skill qualification beyond the essential qualification (for detailed provision see Para (iii) below).	10 Points
(iv)	Weightage of Common Eligibility Test (CET) Written Exam Score, if any (for detailed provision see para (v) below).	10 Points
(v)	Ease of deployment (for detailed provision see Para (vi) below)	10 points
	Total	80 Points

Para (i) Annual Family Income— 40 Points

Weightage of up to 40 points shall be admissible to a candidate as per annual family income from all sources of the family:

Sr. No.	Annual income of family from all sources	Maximum Score
1.	Up to Rs. 1,00,000	40 points
2.	From Rs. 1,00,001 to Rs. 1,80,000	30 points
3.	From Rs. 1,80,001 to Rs. 3,00,000	20 points
4.	From Rs. 3,00,001 to Rs. 6,00,000	10 points

Para (ii) Age of candidate — 10 Points

Weightage up to 10 points shall be admissible to the candidate keeping in view his age at the time of recommendation for a job role which is as under:

Sr. No.	Age of candidate	Maximum Score
1.	From 24 to 36 years	10
2.	From 36 to 42 years	5

Para (iii) Skill Qualification/ Higher Qualification— 5 Points

Weightage of maximum 5 points shall be admissible to a candidate having skill certificate from NCVT/ SCVT/ SVSU University/ Recognized ITIs only for relevant job roles/ Job Activities.

The weightage of 5 points shall be admissible to a candidate having additional higher qualification above basic qualification in the same line. However, minimum qualification shall be 8th pass except for the job role of sweeping nature.

Para (iv) Common Eligibility Test — 10 points

Weightage of 10 marks shall be admissible to a candidate who has successfully cleared Common Eligibility Test (CET).

Para (v) Ease of deployment — 10 points

Weightage of up to 10 points shall be admissible to a candidate who is resident of the same Block/ Municipal Corporation and 5 points shall be admissible to Adjoining Block/ Municipal Corporation for which the job has been notified. Every Municipal Corporation will be taken as separate Block and Municipal Committee/ Municipal Council will be taken as part of Block.

Sr. No.	Ease of deployment of candidate	Maximum Score
1.	Same Block/ Municipal Corporation as per PPP	10 Points
2.	Adjoining Block/ Municipal Corporation as per PPP	05 Points

(9) In the Deployment of contractual Persons Policy, 2022, the clause 9, regarding reservation policy, shall be substituted as under:-

9. Reservation Policy:

The reservation policy both vertical and horizontal, applicable from time to time for direct recruitment, shall also be followed by the Nigam at State Level for every Job Role Level and not at District Level. The roster shall be maintained indent-wise. The overall strength of candidates of reserved categories of deployed in a Job Role at State level shall atleast be equal to the mandated limit of reservation. If in any year, the overall strength of candidates of reserved category in any job level at state level falls below the mandated limit of reservation, the backlog will be first filled up in the next year's indent(s) for that job level. It is also clarified that in case of non-availability of suitable candidate(s) of horizontal category the suitable person of vertical category, if available, may be deployed by the Nigam. In case of non-availability of suitable candidate of specific reserved category, the manpower of any other category as per merit shall be deployed by the Nigam.

(10) In the Deployment of contractual Persons Policy, 2022, the clause 10, regarding deployment of indenting organisation, shall be substituted as under:-

10. Deployment of Indenting Organisation:

Nigam will recommend the names of eligible candidates from the merit list as per the number/quantity of indents for various job roles received from the Indenting Organisation.

Nigam will provide pre-departure orientation training in soft skills and the indented job role to the deployee before the joining in the Indenting Organization.

(11) In the Deployment of contractual Persons Policy, 2022, after clause 11, the following clause 11-A & 11-B, shall be inserted:-

11-A Re-deployment of a candidate:

- (i) If a candidate resigns on his own accord and thereafter he seeks deployment again, he will be considered for the same on merit basis.
- (ii) If contractual deployment of a person is terminated on completion of his term and is not extended/re-deployed after minimum break due to appointment of a person on regular basis or otherwise he will be considered for re-deployment on merit basis. However, where the contractual deployment is terminated before the completion of term due to misconduct or poor performance etc. he will not be considered for further deployment in future.

11-B Change of Category/ Job Role:

A contractual employee already working on job role of Level-I may apply for any higher job role level for which he fulfills the eligibility criteria, in such case, his name will be considered on merit basis.

(12) In the Deployment of contractual Persons Policy, 2022, the clause 12, regarding compassionate deployment, shall be substituted as under:-

12. Compassionate Deployment or Compassionate Financial Assistance:

- (i) In case of death while in contractual service, the family of deceased contractual person may opt either to avail the benefit of compassionate financial assistance of Rs. 3.00 lakhs or compassionate appointment to the job role of lower or identical to the level of deceased contractual person.
- (ii) The Nigam shall also have the right to deploy on compassionate basis upto 10% of the requisitions received during any calendar year on out of turn basis for each job role described in the Annexures of Job Roles. Such compassionate deployment shall be to a person only in case of emergent situations which have been brought on record and got verified with the approval of Chief Secretary to Government Haryana

(in Human Resources Department) subject to fulfillment of the eligibility criteria specified for the job role against which the person is to be deployed.

(13) In the Deployment of contractual Persons Policy, 2022, the clause 15, regarding deployment to private sector (in India or abroad), shall be substituted as follows:-

15. Deployment to Private Sector (in India and abroad):

The Nigam may also consider the requisition of deploying manpower received from a private sector organisation, (organisation not owned and controlled by Government) in India or abroad. The terms and conditions of such deployment shall be mutually agreed between the Nigam and such organisations.



(Anurag Rastogi)
Chief Secretary to Government, Haryana
