

No.Admn.R.1/2014/16680-804

From

The Registrar,
CCS Haryana Agricultural University,
Hisar.

To

All Deans/Directors/HODs/Sections/Units
(including outstations), CCS HAU,
CCS HAU, Hisar.

Dated, Hisar, the: 19/11/2014

Subject: Policy for engaging /outsourcing of services/activities-sending of requisitions to Employment Exchange while engagements of persons on contract basis where regular posts of Group C & D categories exit.

Sir,

Your kind attention is drawn to Govt. instructions regarding policy for engaging/outsourcing of services/activities issued vide No.43/5/2001-1GS dated 16.12.2009 adopted by the University with the approval of the Vice-Chancellor vide this office Endst.No.R-1/2032-2206 dated 24.2.2010 for strict compliance. Part-I of the policy relates to instructions where services/activities are to be outsourced without the availability of sanctioned posts. Part-II of the policy relates to instructions where the sanctioned vacant posts of Group C & D categories exit and the persons can be engaged by sending requisition to the Employment Exchange and by advertisement in the newspapers purely on contractual basis.

2. The Govt. vide Memo No.43/5/2001-3GSII dated 3.6.2014 decided to amend the Clause-1 of Part-II (Engagement of persons on contract basis where regular posts exist) of the existing outsourcing policy as under and these instructions were adopted in the University with the approval of the Vice-Chancellor vide this office Endst.No.Admn.R.1/14060-14184 dated 1.9.2014:-

"In emergent cases involving public interest, where the sanctioned vacant posts of Group C and D categories exit, the person(s) can be engaged, by sending requisition to the Employment exchange and by advertisement in the newspapers, purely on contractual basis initially for a period not exceeding six months or till the regular selected candidates are appointed, whichever is earlier, on 50% of

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/- p.m. or as fixed by the State Govt. in General Administration Department from time to time".

3. It has been revealed that while engaging persons on contractual basis where sanctioned vacant posts of Group C & D categories exist in view of aforesaid instructions, the requisition is not sent to the Employment Exchange by the departments/offices and these posts are filled merely by advertising in the newspapers which is not the true spirit of making compliance of the instructions of the Govt. adopted in the University. A serious note thereof has been taken and it is, therefore, requested to reiterate the aforesaid instructions that requisition must be sent to the Employment Exchange for inviting list of the candidates besides to advertise the posts in the newspapers for engagement of persons on contractual basis where the sanctioned vacant posts of Group C & D categories exist. Accordingly, all the concerned employees may be instructed to ensure that the above instructions are being complied with strictly in future.


Registrar
18/11/13

- CC: 1. COE/ARF/ARA/ARGA/ARE/ARL/PS to Registrar/R-2.
2. Incharge, Computer Section, COBS&H, CCS HAU, Hisar.
3. PRO, CCS HAU, Hisar.

