

From

The Principal Secretary, Govt. of Haryana,
Labour Department.

To

1. All the Heads of Departments of Govt. of Haryana.
2. All Managing Directors of Public Sector Corporations of Govt. of Haryana.
3. Administrators of Statutory and Non Statutory Boards of Govt. of Haryana.
4. All Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
5. All Government Universities in the State of Haryana.

No. 200-399

Dated : 02/01/2019

Subject:-

Regarding issuance of instructions to all HODs/ MDs of Board / Corporations for compliance of Employees Provident Fund (EPF), Employment State Insurance (ESI) and Labour Welfare Contribution.

On the subject cited above, I am directed to inform you that the above matter was discussed in the meeting held under the Chairmanship of Hon'ble Chief Minister, Haryana on dated 07.12.2018, wherein it was directed that all Head of Departments and MDs of Board / Corporations must ensure that EPF / ESI in respect of the employees appointed through outsourcing agencies must be credit in time by the contractors before releasing the payment to the Contractors / Outsourcing Agencies.

It was also directed by the Hon'ble CM that all the DDOs (Headquarters & Field Offices) should be made personally responsible for ensuring compliance of the above directions and respective DDOs must ensure, prior to release of the payments to the outsourcing agency(s), that they have deposited contribution for EPF & ESI for the previous month in respect of each and every worker / employee engaged through that agency. A report to this effect be submitted to the HQs on regular basis and HODs / MDs of Boards / Corporations will issue a certificate to this effect that the Outsourcing Agency has deposited monthly contribution of EPF, ESI and Labour Welfare Contribution for all the employees hired through these outsourcing agencies / contractors.

Further, detail discussion regarding implementation of these directions was held in the meeting held on 24.12.2018 under the Chairmanship of Principal Secretary, Govt. of Haryana, Labour Department. Therefore, all the HODs / MDs / Registrars must ensure the statutory compliance in time and in case of negligence in this regard, the concerned DDO will be personally held liable and an amount equivalent to the amount of EPF & ESI contribution will be deducted from the salary of such DDO.

In view of the direction of Hon'ble CM, the certificate to this effect shall be obtained by the concerned HODs / MDs / Registrars who shall upload the certificate upto the


10th of every month on the online portal of the Labour Department, Haryana (hrylabour.gov.in).
The draft of certificate is enclosed herewith.


Deputy Labour Commissioner
for Principal Secretary, Govt. of Haryana,
Labour Department.

Endst. No. 400-483

Dated : 02/01/2019

- A copy is forwarded to the following for information please:-
- 1) PS to Additional PSCM in compliance of direction dated 20.12.2018.
 - 2) All the Administrative Secretaries to the Govt. of Haryana for kind information and necessary action please.


Deputy Labour Commissioner
for Principal Secretary, Govt. of Haryana,
Labour Department.

CERTIFICATE

1.	Name and address of the Department.:
2.	Name and address of office (establishment) :
3.	Total number of DDOs:
4.	Whether certificates have been obtained from all DDOs
5.	Name of HOD:
6.	Total No. of contractors / outsourcing agencies engaged in the office / establishment.
7.	Total No. of workers employed through all the contractors / outsourcing agencies.
8.	a) Whether Registration under Contractor Labour (Regulation & Abolition) Act, 1970 obtained or not (if total no. of contract workers are 50 or more). b) Whether Licence under Contractor Labour (Regulation & Abolition) Act, 1970 has obtained or not (if total no. of contract workers are 50 or more) by the Contractor.
9.	Whether provisions of the Contract Labour (Regulation & Abolition) Act, 1970 are complied with the department or not?

(Specify nil entry with reasons if EPF/ESI / contribution to Haryana Labour Welfare Board is not applicable.)

1.	a) Name & Address of contractor / outsourcing agency with contact number. b) Number and date of License taken under Contract Labour (Regulation & Abolition) Act, 1970. c) Employees Provident Fund Registration Number d) ESI Registration No.	
2.	Nature of work for which worker / employee engaged in the organization.	
3.	Maximum Number of workers contracted to be deployed.	

Certified that the above information is true and correct. It is also certified that the outsourcing agencies / contractors have fully credited the EPF, ESI Contribution and Labour Welfare Contribution in time for all the employees engaged by them.

Name of Head of Department
with Office Seal