
Sub: Public Services – Outsourcing of supporting services in the  


In the reference cited Government have issued guidelines for outsourcing  
the supporting services in the Government Departments. After reviewing the  
issue Government hereby issued further clarifications especially for the point  
Nos. 11, 12 and 13 of the Guidelines issued in the reference cited above, for  
being followed while fixing and paying the remuneration for the outsourcing  
agency:

1. The remuneration as indicated in G.O.Rt.No. 2501, Finance (SMPC)  
Department, dt. 13.7.2006 has to be paid in full to the employees outsourced  
by the agency. The only amount that can be deducted out of this amount is  
Employee’s contribution to the Provident Fund and nothing else.

2. It is the responsibility of the outsourcing agency to bear out of its  
commission, the Employer’s contribution towards Provident Fund, E.S.I.,  
Service Tax etc. The outsourcing agency will have to quote its commission  
keeping all these payments in view and no additional amount other than the  
commission will be given towards any of these items. However, while  
reimbursing the commission to the outsourcing agency, a certificate from the  
agency regarding proper remittance of E.P.F./E.S.I. would be insisted upon  
as pointed out as at Point No. 12 of the Guidelines in the reference cited.

2. All the Departments are requested to follow the above guidelines  
scrupulously.

I.Y.R. KRISHNA RAO  
PRINCIPAL SECRETARY TO GOVERNMENT (R&E)

To  
All the Departments of the Secretariat.  
All the Heads of Departments.  
The Director of Treasuries and Accounts, A.P., Hyd.  
The Pay and Accounts Officer, A.P., Hyderabad.  
All the District Collectors  
All Dy. Directors O/o D.T.O. in the State.  
All District Employment Officers  
All the District Labour Officers.  
SF/SCs.

//Forwarded :: By Order//

SECTION OFFICER