

Copy of:

**GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT**

Public Services-Outsourcing of certain functions like Sweeping & Scavenging etc. through Service Provider Agencies in Government Departments- Orders – Issued.

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**FINANCE (SMPC) DEPARTMENT**

**G.O.Rt.No. 2246**

**Dated:**

**07.06.2007.**

**Read the following:-**

1. G.O.Rt.No. 4459, Finance (SMPC) Department, dt. 27.12.2006

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**ORDER:**

Government has taken a decision to outsource the support services in the Government Departments to receive good quality of services.

2. Outsourcing of support services are two types: the first one is outsourcing of functionaries, and the second one is outsourcing of functions. Outsourcing of functionaries is comprehensively covered in the G.O. read above. The issue outsourcing of activities is not covered in the above G.O. Hence, it is decided to issue guidelines in this regard.

3. It is felt there are certain activities, like Sweeping, Scavenging etc which are part time in nature can be outsourced to the service providers instead of taking personnel on outsourcing basis. This can also be done for higher level activities like computer maintenance, typing etc. Accordingly, all Departments are requested to outsource activities like keeping premises clean, Scavenging, Sweeping etc. on outsourcing basis and enter into a contract with the service provider in terms of certain specific parameters of the activity to be outsourced instead of personnel. No personnel should be taken on outsourcing for the activities mentioned above. Similarly, Departments are free to explore further activities which can be outsourced as an activity instead of taking personnel on outsourcing like maintenance of computers, typing etc. Once such activities have been identified, they can outsource it as an activity to service providers. A decision to this extent can be taken at the level of the Department and there may not be any need to reference for concurrence of Finance Department as long as activity is entrusted to the Service Providers with reference to certain already mutually agreed standards of performance of work and the service provider is engaged as per the procedure suggested in G.O. read above.

4. All the Departments of the Secretariat are requested to follow the guidelines scrupulously.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

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

To  
All the Departments of the Secretariat.  
SF/SCs.