



HEADQUARTERS
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAVAN: C.I.G. ROAD:NEW DELHI-110002.
<http://esic.nic.in>

No. 1(1)-3/2000- E.I

Dated: 29.04.2009

To

All RDs/JD-I/c /JD-V (Hqrs.)
AC(NTA)/MS/DMD
Regional Office/Sub-Regional Office
ESI (M) Hospital

Sub: Regularization of Adhoc Private Secretaries & grant of non-functional higher pay scale/grade pay to the Private Secretaries-regarding.

Sir/Madam,

Representation on the subject cited above has been received at Hqrs. office.

In this connection, it is informed that the matter for regularization in the grade of Private Secretary was under active consideration and a proposal in this regard is submitted to the UPSC for holding the DPC.

As regards provision for grant of non-functional higher pay scale/grade pay to the post of Private Secretary on completion of 4 years qualifying service, the matter was examined and forwarded to the Ministry of Labour & Employment who have further referred the same to the DOPT, Govt. of India for necessary approval. Further action in the matter could be taken on receipt of the approval from the Ministry.

All Head of offices are requested to bring the above contents to the notice of all official in Stenographic cadre working under them.

Yours faithfully,

(DEEPAK JOSHI)
JOINT DIRECTOR.E-I