



मुख्यालय  
HEADQUARTERS OFFICE

कर्मचारी राज्य बीमा निगम

EMPLOYEES' STATE INSURANCE CORPORATION  
(An ISO 9001-2000 certified organisation)

पंचदीप भवन, सी.आई.जी. मार्ग, नई दिल्ली-2

PANCHDEEP BHAWAN C.I.G MARG NEW DELHI-2

Website: esic.nic.in/ Ph.- 011-23234092-

No. A-27/17/2/2006-E.III (Col.-II)

Dated: 01-02-2010


**MEMORANDUM**

**Sub: Grant of non-functional pay scale of Rs. 8000-275-13500 (pre-revised) to Private Secretaries in ESIC.**

Consequent upon the approval of the ESI Corporation in its meeting held on 21-02-2006 for introduction of non functional pay scale of Rs. 8000-275-13500 (pre-revised) to the Private Secretaries who have completed 4 years of regular service, the same is introduced, subject to the following terms and conditions:-

1. The Non-Functional Scale of Rs. 8000-275-13500/- (pre-revised) is admissible to the Private Secretaries of ESI Corporation on completion of 4 years of regular service as Private Secretary in the pay scale of Rs. 6500-10500 (pre-revised) subject to Vigilance clearance.
2. Private Secretaries in ESI Corporation who are granted the Non-Functional Scale of Rs. 8000-275-13500/- will continue to remain in Group 'B' (Ministrial).
3. The pay scales of the Private Secretaries who have opted and are drawing pay under the revised pay scales, on grant of the non-functional pay scale, should be fixed in pay band PB-3 in the revised pay structure of Rs. 15600-39100 with grade pay of Rs. 5400.
4. The pay fixation of the Private Secretaries who are granted non-functional scale may be done under FR 22(1)(a)(2).
5. The date of implementation for the grant of non functional pay scale of Rs. 8000-275-13500 (pre-revised) to Private Secretaries in ESIC will be 01-02-2006 (the first day of the month in which the ESI Corporation approved the introduction of non-functional pay scale to the Private Secretaries).

This issues with the approval of Director General & concurrence of Finance & Accounts Division at page 16/N of File No. 1(1)-3/2000-Estt.I (Col.II).

  
(R.K. SHARMA) 1/2/2010  
ASSISTANT DIRECTOR

To

All Regional Directors/ Addl. Commissioner (NTA)/ Dir.(M) Delhi/ Medical Superintendents ESI Hospitals, Basaidarapur/ Jhilmil/ Okhla, New Delhi/ Noida/ K.K. Nagar, Chennai/ Joka (Kolkata), All ESIC Model Hospital/ Jt. Director-E-V (Hqrs.)/ SSMC/SMC/Directors/Joint Directors (I/c).

Copy forwarded to:-

- 1 Joint Director-I, FSIC Hqrs. Office with reference to E-I ID Note No. 1(1)-3/2000-Estt.I (Col.II) dated 27-01-2010.
- 2 All Dy. Director (Fin.)/ Jt. Director (Fin.), of all Regions.
- 3 Director (Fin.), Hqrs.
- 4 Estt. Branch-VI (A)/ Estt. Br.V/ Accounts-III/ Accounts-VII & Cash Branch, Hqrs.
- 5 Director (System) with request to put this Memorandum on the web site of ESIC.
- 6 Raj Bhasha Cell for Hindi Translation.
- 7 Guard File/ Spare copies.

  
ASSISTANT DIRECTOR 1/2/2010