



1232
भारतीय वन्यजीव संस्थान
Wildlife Institute of India

BY HAND

F. No. WII/RTI/CPIO/2018-19(Qtr-IV)/62

Dated 14.03.2019

To,

Shri Gyanesh Chhibber,
Secretarial Assistance,
Wildlife Institute of India,
Dehradun – 248 001

Sub.: Inspection of records (files) under Right to Information Act, 2005- reg.

Ref.: (i) Your RTI Request no. nil dated 06.02.2019.

(ii) Our letter no .WII/RTI/CPIO/2018-19(Qtr-IV)/62 dated 13.03.2019.

Sir,

Please refer to your RTI Request on the above cited subject and reference [i]. Further, vide reference [ii], you were requested to deposit an additional fee of Rs. 360/- [180 Pages @ 2/page] u/s 7(3) of RTI Act, 2005 towards the cost of providing a copy of the documents desired by you. The additional fee is received on dated 14.03.2019.

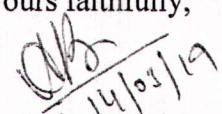
In this context, the desired documents received from concerned authority of the Institute are as under -

1. Annexure-I (32 pages)
2. Annexure-II (47 pages)
3. Annexure-III (34 pages)
4. Annexure-IV (67 pages)

If you are not satisfied with the aforesaid reply, you may file an appeal before the First Appellate Authority i.e. "Dr. V.B.Mathur, Director, Wildlife Institute of India, P.B.18, Chandrabani, Dehradun – 248 001, Ph. 0135-2646102, 2640910" within a period of one month.

Thanking you,

Yours faithfully,


(Dr. Anju Baroth)
NO & CPIO (RTI)

Encl: as above.

RTI-62

पत्रपेटी सं० 18, चन्द्रबनी, देहरादून – 248 001, उत्तराखण्ड, भारत
Post Box No. 18, Chandrabani, Dehradun - 248 001, Uttarakhand, INDIA
ई.पी.ए.बी.एक्स : +91-135-2640114, 2640115, 2646100 फ़ैक्स : 0135-2640117
EPABX : +91-135-2640114, 2640115, 2646100 Fax : 0135-2640117
ई-मेल/E-mail : wii@wii.gov.in वेब/Website : www.wii.gov.in

Total 32 pages

WILDLIFE INSTITUTE OF INDIA
CHANDRABANI, DEHADUN

ANNEXURE-I
(CONFIDENTIAL)

No.A/2-1/2003-WII

Dated 6th November, 2003

OFFICE MEMORANDUM

Sub: Performance Report of the contractual engages for the year 2003- reg

The contractual engagements of the under mentioned staff is coming to end on 31.12.2003:-

Shri Gyanesh Chitbher, Sec. Asstt.


**INFORMATION PROVIDED
UNDER RTI**

In case the services of the above contractual staff is/are required beyond 31/12/2003, all the concerned officers under whom above mentioned persons(s) is/are working, are requested to recommend their case(s) indicated the specific period along with performance report in respect of contractual engage(s) after critically evaluation as well as proper justification for further retention of the contractual engages.

Further, if no communication is received by the specific date, it would be deemed that no extension is required.

For this purpose, the above information may be forwarded in the following format to the undersigned latest by 24.11.2003 under the sealed cover superscribing "Performance Report of Contractual Staff".

Name	Duties allotted	Evaluation (Outstanding/ very good / average/below average)	Justification for further retention	Duration for further retention


(S. Singsit)
Director

To

Shri S.K. Seirastara
Sec. Reader & Research Coordinator

ATTESTED


CPIO, Wild Life Institute of India, Dehradun

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1231

LIST OF CONTRACTUAL EMPLOYEE OF WII PAID FROM GRANT-IN-AID/TRAINING ACCOUNT

S No	Name & Designation	Basic Pay	DA @ 59%	HRA @ 7.5%	CHCA	Tpt Allce	G.Total	Net Pay
1.	Dr. Parag Nigam, Senior Lecturer	10650+2663	6284/-	799/-	300/-	400/-	21096/-	21090/-
2.	Shri K.S. Thapa, Secretarial Assistant	4900/-	2891/-	368/-	240/-	-	8399/-	8390/-
3	Smt Shashi Bala, Library Personnel	5125/-	3024/-	384/-	240/-	-	8773/-	8770/-
4	Shri A.S. Negi, UDC	4200/-	2478/-	315/-	140/-	-	7133/-	7130/-
5.	Shri Govind Singh, Secretarial Asstt	4875/-	2876/-	366/-	240/-	75/-	8432/-	8430/-
6	Shri B.B. Thapa, Driver	3800/-	2242/-	285/-	140/-	75/-	6542/-	6540/-
7	Shri Gyanesh Chibber, Secretarial Asstt	4600/-	2714/-	345/-	240/-	-	7899/-	7890/-
8	Shri Vinod Verma, Jr, A.V. Tech	4600/-	2714/-	345/-	240/-	75/-	7974/-	7970/-
9	Shri Udai Singh Rawat, Dvr	3575/-	2109/-	268/-	140/-	75/-	6167/-	6160/-
10	Shri Chandan Singh, Attendant	2960/-	1746/-	222/-	100/-	75/-	5103/-	5100/-
11	Shri Bhag Chand, Cook/Bearer	2960/-	1746/-	-	100/-	-	4806/-	4800/-
12	Shri Anju Rawat, Attendant	2605/-	1537/-	195/-	100/-	-	4437/-	4430/-
13	Shri Maqsood Pathan, Coach	2605/-	1537/-	195/-	100/-	75/-	4512/-	4510/-
14	Shri Pyar Chand Aswal, LDC	3125/-	1844/-	234/-	140/-	75/-	5419/-	5410/-
15	Shri Hari Krishan Gupta, LDC	3125/-	1844/-	234/-	140/-	-	5344/-	5340/-
16	Shri Umed Singh, LDC	3125/-	1844/-	234/-	140/-	75/-	5419/-	5410/-
17	Shri Abhishek Bansal, LDC	3125/-	1844/-	234/-	140/-	75/-	5419/-	5410/-
18	Santosh, Peon	2605/-	1537/-	195/-	100/-	75/-	4512/-	4510/-
19.	Smt Shanti Devi Uniyal, Attendant	2550/-	1505/-	-	100/-	75/-	4230/-	4230/-

(3)

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LIST OF CONTRACTUAL STAFF OF ENVIRONMENT IMPACT ASSESSMENT CELL

S.No	Name & Designation	Basic Pay	DA @ 59%	HRA @ 7.5%	CHCA	Tpt Allee	G.Total	Net Pay
1	Shri Virender Kumar Sharma, Computer Personnel	5900/-	3481/-	443/-	240/-	-	10,064/-	10060/-
2.	Shri Mukesh Arora, Computer Personnel	5600/-	3304/-	420/-	240/-	-	9564/-	9560/-
3.	Shri Mohan Singh, Driver	3650/-	2154/-	274/-	140/-	75/-	6293/-	6290/-

INFORMATION PROVIDED
UNDER RTI

LIST OF CONTRACTUAL STAFF, ECOLOGY OF OTTERS IN CORBETT TIGER RESERVE PROJECT

S. No	Name & Designation	Basic Pay	DA @ 59%	HRA @ 7.5%	CHCA	Tpt Allee	G.Total	Net Pay
1.	Shri Dharam Singh, Driver	3200/-	1888/-	240/-	140/-	75/-	5543/-	5540/-

LIST OF CONTRACTUAL STAFF, TERAI ARC TIGER CONSERVATION LANDSCAPE PROJECT

S. No	Name & Designation	Basic Pay	DA @ 59%	HRA @ 7.5%	CHCA	Tpt Allee	G.Total	Net Pay
1.	Shri Vinay Kumar Sharma, Secretarial Assistant	4100/-	2419/-	308/-	140/-	-	6967/-	6960/-

LIST OF CONTRACTUAL ENGAGEES WORKING IN PROJECTS

S.No	Name & Designation	Basic Pay	DA @ 59%	HRA @7.5%	CHCA	Tpt Allee	G.Total	Net Pay
1.	Shri SBS Sajwan, Accountnat	6550/-	3865/-	491/-	300/-	-	11,206/-	11200/-
2	Shri Rajeev Gupta, Asstt Acctt	3500/-	2065/-	263/-	140/-	-	5968/-	5960/-
3.	Shri V. Rajkumar, Stenographer	5000/-	2950/-	375/-	240/-	75/-	8640/-	8640/-
4.	Shri Neeraj Gupta, Secretarial Asstt	3200/-	1888/-	240/-	140/-	-	5468/-	5460/-
5.	Shri Kuldeep Singh Chauhan, Secretarial Asstt	3350/-	1977/-	251/-	140/-	75/-	5793/-	5790/-
6.	Shri Govind Singh Aswal, Driver	3350/-	1977/-	251/-	140/-	75/-	5793/-	5790/-
7	Shri Jagdish Prasad Nawani, Driver	3425/-	2021/-	251/-	140/-	75/-	5918/-	5910/-
8	Shri Vinod Singh Bisht, Driver	3650/-	2154/-	274/-	140/-	75/-	6293/-	6290/-
9.	Shri Satender Singh Negi, Driver	3500/-	2065/-	263/-	140/-	75/-	6043/-	6040/-
10.	Shri Sanjay Chauniyal, Lab Attendant	2660/-	1569/-	200/-	100/-	-	4529/-	4520/-
11.	Shri Kamal Verma, Attendant	2960/-	1746/-	222/-	100/-	75/-	5103/-	5100/-

(5) 40

LIST OF CONTRACTUAL STAFF, NATIONAL WILDLIFE DATABASE & ENVIS PROJECT

S.No	Name & Designation	Basic Pay	DA@59%	HRA@ 7.5%	CHCA	Tpt Allce	G.Total	Net pay
1	Shri J.S. Kathyat, Database Manger	7100/-	4189/-	533/-	300/-	-	12,122/-	12120/-
2	Shri Muthu Veerapan, Computer Assistant	4200/-	2478/-	315/-	140/-	-	7133/-	7130/-
3.	Shri Gyan Chand Patial, Secretarial Assistant	5900/-	3481/-	443/-	240/-	75/-	10139/-	10130/-
4	Dr. N.M. Ishwar, Project Associates	*8400/-	-	-	-	-	-	*8400/-

*Consolidated Emoluments

**INFORMATION PROVIDED
UNDER RTI**

- 6 -

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Dated 17th October, 2003

The matter has been examined and following comments are offered:-

As per the clarifications issued vide para (h) of Annexure to Govt. of India, Ministry of Finance, Department of Expenditure, New Delhi letter No. F.14(10)E-Coord/88 dated 4.10.1988, contract employees like resident doctors, consolidated salary workers in Registrar General of India etc. can be considered for the benefit of Ad-hoc bonus at par with casual labours provided a provision to this effect exists in the agreement of these contract employees. Research fellows, however, are not eligible. It is relevant to mention that as per the conditions of payment of bonus to casual labourers, only those are to be considered who have worked for at least 240 days each year for at least last three years (having six days a week) or 206 days each year for last three years (for five days a week) and amount is to be calculated on the maximum ceiling of Rs. 1200/- as per the conditions of Govt. of India, Ministry of Finance and Company Affairs, New Delhi letter no. 14(6)-E-Coord-1/2003 dated 29.9.2003.

If the contract employees working in WII (other than Research Fellows) are to be considered at par with those for which the clarification has been provided vide Govt. of India letter dated 04.10.1988 *ibid*, an amount of Rs.1184/- (Rs.1200/- x 30 ÷ 30.4) can be paid to each eligible contract employee provided a suitable mention in this regard is framed in the contract agreement.

Submitted for consideration and orders please.

[Signature]
(I.J.Malhotra)
IAO 17/10/03

INFORMATION PROVIDED
UNDER RTI
Registrar

*Agreed with the observations of IAO at *. There is no provision for bonus in the agreement.*
17/10/03

4447-
27/10/03

837
24/10-07

[Signature]
DIRECTOR

Regretted as there is no provision for bonus in the agreement.

870
22/10/07

[Signature]

[Signature]

copy placed
at F/A

F/B

file no. A/6-358/
DDI/WII/ACS

To,

The Director
Wildlife Institute of India
Chandrabani, DEHRADUN (U.A)

Sub : Payment of Adhoc-bonus to personnel engaged on contractual basis.

Sir,

With due respect, We, the following personnel engaged on contractual basis, submit that as per orders on payment of adhoc-bonus, personnel engaged on contractual basis are also eligible for grant of bonus on pro-rata basis as we are working continuously from 2nd January to 31st December, with a break in service for one day on 1st January every year.

This issue was also raised during the previous years, but it was not commented as per the rules by the then Finance Officer and this remained unsolved till now. We are, therefore, once again requesting you to kindly accord necessary permission for grant of adhoc-bonus to the personnel engaged on contractual basis as admissible to the personnel working on daily wages/temporary service with the Government Departments. In fact, the admissibility of adhoc-bonus had to be clearly mentioned in the appointment letters being given to the engagees but the same aspect has not determined at the time of issue of the same.

We are hopeful that you would be kind enough to consider our request for grant of adhoc-bonus on pro-rata basis as admissible under rules for which act of generosity, we shall be most grateful.

Thanking you.

INFORMATION PROVIDED
UNDER RTI

Yours faithfully,

1. Gian Chand Jangra
2. Govind Singh
3. Mukesh Kr Arora
4. Virenders Sharma
5. Anand Chhibber
6. Rajiv Gupta
7. Meera Gupta
8. Kamal Verma

- (10) Shashi Bala
- (11) Vinay Kumar Sharma
- (12) Kuldeep Chaudhary
- (13) G. Muthu Veerappan
- (14) V. Raj Kumar

This may be favourably
considered.

2 A.O. for comment

LIST OF CONTRACTUAL EMPLOYEE OF WII PAID FROM GRANT-IN-AID/TRAINING ACCOUNT

S No	Name & Designation	Basic Pay for 2003	Rate of Increment	Basic Pay for 2004	DA @ 59%	HRA @ 7.5%	CHCA	Tpt Allee	G.Total	Net Pay
1.	Dr. Parag Nigam, Senior Lecturer	10325.00 +2581.00 @ 15%	325/-	10650+ 2663.00 @ 15%	6284/-	799/-	300/-	400/-	21096/-	21090/-
2.	Shri K.S.Thapa, Secretarial Assistant	4800.00	100/-	4900/-	2891/-	368/-	240/-	-	8399/-	8390/-
3	Smt Shashi Bala, Library Personnel	5000.00	125/-	5125/-	3024/-	384/-	240/-	-	8773/-	8770/-
4	Shri A.S.Negi, UDC	4100.00	100/-	4200/-	2478/-	315/-	140/-	-	7133/-	7130/-
5.	Shri Govind Singh, Secretarial Asstt	4750.00	125/-	4875/-	2876/-	366/-	240/-	75/-	8432/-	8430/-
6	Shri B.B.Thapa, Driver	3725.00	75/-	3800/-	2242/-	388/-	140/-	75/-	6542/-	6540/-
7	Shri Gyanesh Chibber, Secretarial Asstt	4500.00	100/-	4600/-	2714/-	345/-	240/-	-	7899/-	7890/-
8	Shri Vinod Verma, Jr, A.V.Tech	4500.00	100/-	4600/-	2714/-	345/-	240/-	75/-	7974/-	7970/-
9	Shri Udai Singh Rawat, Dvr	3500.00	75/-	3575/-	2109/-	268/-	140/-	75/-	6167/-	6160/-
10	Shri Chandan Singh, Attendent	2900.00	60/-	2960/-	1746/-	222/-	100/-	75/-	5103/-	5100/-
11	Shri Bhag Chand, Cook/Bearer	2900.00	60/-	2960/-	1746/-	-	100/-	-	4806/-	4800/-
12	Shri Anju Rawat, Attendant	2550.00	55/-	2605/-	1537/-	195/-	100/-	-	4437/-	4430/-
13	Shri Maqsood Pathan, Coach	2550.00	55/-	2605/-	1537/-	195/-	100/-	75/-	4512/-	4510/-
14	Shri Pyar Chand Aswal, LDC	3050.00	75/-	3125/-	1844/-	234/-	140/-	75/-	5418/-	5410/-
15	Shri Hari Krishan Gupta, LDC	3050.00	75/-	3125/-	1844/-	234/-	140/-	-	5344/-	5340/-
16	Shri Umed Singh, LDC	3050.00	75/-	3125/-	1844/-	234/-	140/-	75/-	5418/-	5410/-
17	Shri Abhishek Bansal, LDC	3050.00	75/-	3125/-	1844/-	234/-	140/-	75/-	5418/-	5410/-
18	Santosh, Peon	2550.00	55/-	2605/-	1537/-	195/-	100/-	75/-	4512/-	4510/-

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19.	Smt Shanti Devi Uniyal, Attendant	2550.00.	-	2550/-	1505/-	-	100/-	75/-	4230/-	4230/-
20	Shri Vinod Singh Bisht, Driver	3575/-	75/-	3650/-	2154/-	274/-	140/-	75/-	6293/-	6290/-

**INFORMATION PROVIDED
UNDER RTI**

(10) (58)

LIST OF CONTRACTUAL ENGAGEES WORKING IN PROJECTS

S.No	Name & Designation	Basic pay for 2003	Rate of Increment	Basic Pay for 2004	DA @ 59%	HRA @7.5%	CHCA	Tpt Allee	G.Total	Net Pay
1.	Shri SBS Sajwan, Accountnat	6375/-	175/-	6550/-	3865/-	491/-	300/-	-	11,206/-	11200/-
2	Shri Rajeev Gupta, Asstt Acctt	3425/-	75/-	3500/-	2065/-	263/-	140/-	-	5968/-	5960/-
3	Shri V. Rajkumar, Stenographer	4600/-		5000/-	2950/-	375/-	240/-	75/-	8640/-	8640/-
4.	Shri Neeraj Gupta, Secretarial Asst	3125/-	75/-	3200/-	1888/-	240/-	140/-	-	5468/-	5460/-
5.	Shri Kuldeep Singh Chauhan, Secretarial Asstt	3275/-	75/-	3350/-	1977/-	251/-	140/-	75/-	5793/-	5790/-
6.	Shri Govind Singh Aswal, Driver	3275/-	75/-	3350/-	1977/-	251/-	140/-	75/-	5793/-	5790/-
7	Shri Jagdish Prasad Nawani, Driver	3350/-	75/-	3425/-	2021/-	257/-	140/-	75/-	5918/-	5910/-
8	Shri Satender Singh Negi, Driver	3425/-	75/-	3500/-	2065/-	263/-	140/-	75/-	6043/-	6040/-
9.	Shri Sanjay Chauniyal, Lab Attendant	2605/-	55/-	2660/-	1569/-	200/-	100/-	-	4529/-	4520/-
10.	Shri Kamal Verma, Attendant	2900/-	60/-	2960/-	1746/-	222/-	100/-	75/-	5103/-	5100/-

(11) (57)

LIST OF CONTRACTUAL STAFF, NATIONAL WILDLIFE DATABASE & ENVIS PROJECT

S.No	Name & Designation	Basic Pay for 2003	Rate of Increment	Basic Pay for 2004	DA@5 9%	HRA@ 7.5%	CHCA	Tpt Allee	G.Total	Net pay
1	Shri J.S. Kathyat, Database Manger	6900/-	200/-	7100/-	4189/-	533/-	308/-	-	12,122/-	12120/-
2	Shri Muthu Veerapan, Computer Assistant	4100/-	100/-	4200/-	2478/-	307/-	140/-	-	7133/-	7130/-
3.	Shri Gyan Chand Patial, Secretarial Assistant	5750/-	150/-	5900/-	3481/-	443/-	240/-	75/-	10139/-	10130/-

WILDLIFE INSTITUTE OF INDIA
POST BOX NO 18
CHANDRABANI, DEHRADUN

INFORMATION PROVIDED
UNDER RTI

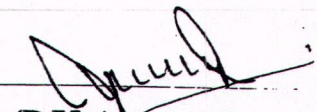
NO : A/2-1/2005-WII

Dated 27th January 2005

OFFICE ORDER

Sub: EPF Contribution of the contractual engages : reg

Please refer to the terms and condition of the contractual engages, as per the said terms and condition the contractual engages are covered with W.I.I. EPF Trust rules for which a minimum of 10 % of basic pay will be recovered from their emoluments and an equal amount will be contributed by W.I.I./Project. In this connection the rate of EPF contribution to be recovered from the emoluments of contractual engages is enclosed vide Annexure-I.



(P.K. Aggarwal)
Administrative Officer

Encls : (1)

Distribution

1. Finance Officer
2. Guard File
3. All concerned

hr 28/1/05

Details of EPF Subscriptions of Contractual Employees for the year 2005

Sl.No.	Name and Designation	EPF Subscription (In Rs.)
1	Dr. Parag Nigam, Senior Lecturer	1370.00
2	Shri J.S. Kathyat, Database Manager	730.00
3	Shri Virender Kumar Sharma, Computer Personnel	600.00
4	Shri Mukesh Arora, Computer Personnel	570.00
5	Shri Rajeev Gupta, Accountant Assistant	410.00
6	Shri V. Rajkumar, Admin. Asstt-cum-Steno	480.00
7	Smt Sashi Bala, Library Personnel	520.00
8	Shri Vinod Verma, Jr. A.V.Tech	470.00
9	Shri Muthu Veerapan, Computer Assistant	430.00
10	Shri Kuldeep Singh Chauhan, Secretarial Assistant	410.00
11	Shri Vinay Kumar, Secretarial Assistant	420.00
12	Shri Pyar Chand Aswal, LDC	320.00
13	Shri Umed Singh Chauhan, LDC	320.00
14	Shri Hari Kishan Gupta, LDC	320.00
15	Shri Abhishek Bansal, LDC	320.00
16	Shri Satender Singh Negi, Driver	350.00
17	Shri Govind Singh Aswal, Driver	340.00
18	Shri Jagdish Prasad Nawani, Driver	350.00
19	Shri Kamal Verma, Attendant	300.00
20	Shri Sanjay Chouniyal, Lab Attendant	270.00
21	Shri Chandan Singh Aswal, Attendant	300.00
22	Shri Bhag Chand, Cook/Bearer	300.00
23	Smt Anju Rawat, Attendant	260.00
24	Smt Shanti Devi Uniyal, Attendant	260.00
25	Shri Santosh, Attendant	260.00
26	Shri Rajiv Thapa, Project Assistant	450.00
27	Shri Pradeep Kumar Tomar, Project Assistant	450.00
28	Shri Deepak Kumar Patial, Project Assistant	450.00
29	Shri Gyanesh Chibber, Secretarial Assistant	470.00
30	Shri Neeraj Gupta, Secretarial Assistant	320.00
31	Shri Govind Singh, Secretarial Assistant	500.00

checked & approved

12/5/2005
22/1/05

27/1/05



भारतीय वन्यजीव संस्थान
Wildlife Institute of India

NO: A/2-1/2005-WII

Dated 11th January 2005

To

Shri Rippon K. Mohan,
M/s Mohan & Company,
Industrial Law Advisors & Advocate
15/4, Luxmi Road
Dehradun

INFORMATION PROVIDED
UNDER RTI

Subject: Terms and Conditions for Contractual Engagement in WII

Sir,

This is in continuation of this office letter of even No. dated 24th November'2004, I am to inform you that you have vetted the terms and conditions for the offer of the contractual appointment. Further, the offer for the contractual appointment for the two persons is being issued only for a period of three months i.e. from 4.1.2005 to 31.3.2005.

In view of above you are, therefore, requested to make a review on the existing terms and conditions which was vetted by you for a complete 12 months period and a fresh term & conditions for a period of three months may please be re-examined in the light of recent judicial pronouncements on contract labour.

An early action in the matter is requested.

Encl: As above

Yours faithfully,

(P.K. Aggarwal)
Administrative Officer

DFA

(15)

(234)

1/2-1/2005-WII

Dated 11th January 2005

To

Shri Rippon K. Mohan,
M/s Mohan & Company,
Industrial Law Advisors & Advocate
15/4, Luxmi Road
Dehradun

Subject: Terms and Conditions for Contractual Engagement in WII

Sir,

Information Provided
Under RTI

This is in continuation of this office letter of even No. dated 24th November 2004, I am to inform you that you have vetted the terms and conditions for the offer of the contractual appointment. Further, the offer for the contractual appointment for the two persons is being issued only for a period of three months i.e. from 4.1.2005 to 31.3.2005.

In view of above you are, therefore, requested to make a review on the existing terms and conditions which was vetted by you for a complete 12 months period and a fresh term & conditions for a period of three months may please be re-examined in the light of recent judicial pronouncements on contract labour.

An early action in the matter is requested.

Encl: As above

Yours faithfully,



(P.K. Aggarwal)

Administrative Officer

(10)

(10)

Sr. No.	Name & Designation	Basic pay for 2004	Rate of Increment	Basic Pay for 2005	DA Pay	Total Pay 2005	DA @ 14%	HRA 7.50%	CHCA	Transport Allowance	G. Total	Net Pay
1	Dr. Parag Nigam (Senior Lecturer)	12913	325	13719	5488	19207	2689	0	300		22195	22190
2	Shri. K. S. Thapa (Secretarial Assistant)	4900	100	5000	2500	7500	1050	563	300		9413	9410
3	Smt. Sashi Bala (Library Personnel)	5125	125	5250	2625	7875	1103	591	300		9868	9860
4	Shri. Govind Singh (Secretarial Assistant)	4875	125	5000	2500	7500	1050	563	300	75	9488	9480
5	Shri. Gyanesh Chhibber (Secretarial Assistant)	4600	100	4700	2350	7050	987	529	300		8866	8860
6	Shri. A. S. Negi (UDC)	4200	100	4300	2150	6450	903	484	300		8137	8130
7	Shri. B. B. Thapa (Driver)	3800	75	3875	1938	5813	814	436	240	75	7377	7370
8	Shri. Udai Singh Rawat (Driver)	3575	75	3650	1825	5475	767	411	240	75	6967	6960
9	Shri. Vinod Verma (Jr. A. V. Tech.)	4600	100	4700	2350	7050	987	529	300	75	8941	8940
10	Shri. Pyar Chand Aswal (LDC)	3125	75	3200	1600	4800	672	360	240	75	6147	6140
11	Shri. Hari Kishan (LDC)	3125	75	3200	1600	4800	672	360	240		6072	6070
12	Shri. Umed Singh (LDC)	3125	75	3200	1600	4800	672	360	240	75	6147	6140
13	Shri. Abhishek Bansal (LDC)	3125	75	3200	1600	4800	672	360	240	75	6147	6140
14	Shri. Chandan Singh Aswal (Attendant)	2960	60	3020	1510	4530	634	340	240	75	5819	5810
15	Smt. Anju Rawat (Attendant)	2605	55	2660	1330	3990	559	299	140		4988	4980
16	Shri. Santosh (Attendant)	2605	55	2660	1330	3990	559	299	140	75	5063	5060
17	Smt. Santi Devi Uniyal (Attendant)	2550	55	2605	1303	3908	547	0	140	75	4670	4670
18	Shri. Bhag Chand (Cook/Bearer)	2960	60	3020	1510	4530	634	0	240		5404	5400

Sr. No.	Name & Designation	Basic pay	Rate of	Basic Pay	DA Pay	Total	DA	HRA	CHCA	Transport	G. Total	Net Pay
		for 2004	Increment	for 2005		Pay 2005	@ 14%	7.50%		Allowance		
19	Shri. Xqsood Pathan (Coach (Sports))	2605	55	2660	1330	3990	559	299	140	75	5063	5060
20	Shri. SB Singh Sajwan (Accountant)	6550	175	6725	3363	10088	1412	757	300		12556	12550
21	Shri. Rajiv Gupta (Assistant Accountant)	4000	100	4100	2050	6150	861	461	300		7772	7770
22	Shri. V. Rajkumar (Stenographer)	4700	100	4800	2400	7200	1008	540	300	75	9123	9120
23	Shri. Neeraj Gupta (Secretarial Assistant)	3200	75	3275	1638	4913	688	368	240		6209	6200
24	Shri. Kudeep Singh Chauhan (Secretarial Assistant)	4000	100	4100	2050	6150	861	461	300	75	7847	7840
25	Shri. Govind Singh Aswal (Driver)	3350	75	3425	1713	5138	719	385	240	75	6557	6550
26	Shri. Satender Singh Negi (Driver)	3500	75	3575	1788	5363	751	402	240	75	6830	6830
27	Shri. Jagdish Prasad Nawani (Driver)	3425	75	3500	1750	5250	735	394	240	75	6694	6690
28	Shri Sanjay Chauniyal (Lab. Attendant)	2660	60	2720	1360	4080	571	306	140		5097	5090
29	Shri. Kamal Verma (Attendant)	2960	60	3020	1510	4530	634	340	240	75	5819	5810
30	Shri. J. S. Kathyat (Database Manager)	7100	200	7300	3650	10950	1533	821	300		13604	13600
31	Shri. Muthu Veerapan (Computer Assistant)	4200	100	4300	2150	6450	903	484	300		8137	8130
32	Shri. Gyan Chand Patial (Secretarial Assistant)	5900	150	6050	3025	9075	1271	681	300	75	11401	11400
33	Shri. Virender Kumar Sharma (Computer Personnel)	5900	150	6050	3025	9075	1271	681	300		11326	11320
34	Shri. Mukesh Arora (Computer Personnel)	5600	150	5750	2875	8625	1208	647	300		10780	10780
35	Shri. Mohan Singh (Driver)	3650	75	3725	1863	5588	782	419	240	75	7104	7100

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Sr. No.	Name & Designation	Basic pay for 2004	Rate of Increment	Basic Pay for 2005	DA Pay	Total Pay 2005	DA @ 14%	HRA 7.50%	CHCA	Transport Allowance	G. Total	Net Pay
36	Shri. Deepak Patial (Project Assistant)	8000		8000							8000	8000
37	Shri. Pradeep Kumar Tomar (Project Assistant)	8000		8000							8000	8000
38	Shri. Rajeev Thapa (Project Assistant)	8000		8000							8000	8000
39	Shri. Vinay Kumar Sharma (Secretarial Assistant)	4100	100	4200	2100	6300	882	473	300		7955	7950

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Details of Contractual Engages working in WII

Sl. No.	Name & Designation	Existing Emoluments	Proposed Emoluments	Budget Head
1. ✓	Sh. J.S. Kathyat, Database Manager	13600	14750	Grant-in-Aid
2. ✓	Sh. Virender K. Sharma, Com. Pers.	11320	12250	Grant-in-Aid
3. ✓	Sh. Mukesh Arora, Comp. Personnel	10780	11670	Grant-in-Aid
4.	Smt. Shashi Bala, Library Personnel	9860	10360 /	Grant-in-Aid
5.	Sh. S.B.S. Sajwan, Accountant.	12550	13600 /	USDA Forest Service Project
6. /	Sh. Deepak Patial, Project Assistant	8000	9290 /	ENVIS Project
7.	Sh. Rajeev Thapa, Project Assistant	8000	9290	WII-UNESCO Project
8.	Sh. Praveen K. Tomar, Project Assistant	8000	9290	WII-EIA Cell
9.	Sh. Gyan Chand Patial, Sec. Asstt.	11400	12320	ENVIS Project
10.	Sh. K.S. Thapa, Sec. Asstt.	9410	10130	Grant-in-Aid
11.	Sh. V. Rajkumar, Stenographer	9120	9820	Grant-in-Aid
12.	Sh. Govind Singh, Sec. Asstt.	9480	10250	WII-Training Account
13.	Sh. Gyanesh Chhibber, Sec. Asstt.	8860	9550 /	Grant-in-Aid
14.	Sh. Kuldeep Singh Chauhan, Sec. Asstt.	7840	8470 /	Grant-in-Aid
15.	Sh. Vinay Kumar Sharma, Sec. Asstt.	7950	8580 /	WII-Research Project
16.	Sh. Neeraj Gupta, Sec. Asstt.	6200	6690 /	Grant-in-Aid
17.	Sh. Muthu Veerapan, Computer Asstt.	8130	8780	Grant-in-Aid
18.	Sh. Vinod Verma, Jr. A.V. Tech.	8940	9620	Grant-in-Aid
19.	Sh. Rajiv Gupta, Asstt. Accountant	7770	8390	Grant-in-Aid
20.	Sh. A.S. Negi, UDC	8130	8780 /	Grant-in-Aid
21.	Sh. Pyar Chand Aswal, LDC	6140	6620	Grant-in-Aid
22.	Sh. Hari Kishan, LDC	6070	6550	Grant-in-Aid
23.	Sh. Umed Singh, LDC	6140	6620 /	Grant-in-Aid
24.	Sh. Govind Singh Aswal, Driver	6550	7060	Grant-in-Aid
25.	Sh. Satender Singh Negi, Driver	6830	7350	WII-Research Project
26.	Sh. Jagdish Prasad Nawani, Driver	6690	7200	WII-Himalayan Biodiversity Project
27.	Sh. Mohan Singh, Driver	7100	7640 /	Grant-in-Aid
28.	Sh. B.B. Thapa, Driver	7370	7920	Grant-in-Aid
29.	Sh. Udai Singh Rawat, Driver	6960	7490 /	Grant-in-Aid
30.	Sh. Chandan Singh Aswal, Attendant	5810	6250 /	Grant-in-Aid
31.	Smt. Anju Rawat, Attendant	4980	5380	Grant-in-Aid
32.	Sh. Sanjay Chauniyal, Lab Attendant	5090	5490	WII-Research Project
33.	Sh. Kamal Verma, Attendant	5810	6250	Grant-in-Aid
34.	Sh. Santosh, Attendant	5060	5450	Grant-in-Aid
35.	Smt. Shanti Devi Uniyal, Attendant	4670	5340 /	Grant-in-Aid
36.	Sh. Bhag Chand, Cook/Bearer	5400	5830	Grant-in-Aid
37.	Sh. Maqsood Pathan, Coach (sports).	5060	5550 /	Grant-in-Aid

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Break-up of Emoluments of Pay of Contractual Engagees

Sl. No.	Name & Designation	Total emoluments for 2005	Pay for 2005	Increment	Pay for 2006	DA Pay (D.P.)	Pay and DP for 2006	DA 21%	HRA @ 7.5%	CHCA	Tpt Allow	G.Total	Emoluments for 2006	EPF Subscription
1	Sh. J.S. Kathyat, Database Manager ✓	13600	7300	200	7500	3750	11250	2363	844	300	0	14756	14750	1120
2	Sh. Virender K. Sharma, Com. Pers. ✓	11320	6050	150	6200	3100	9300	1953	698	300	0	12251	12250	930
3	Sh. Mukesh Arora, Computer Personnel ✓	10780	5750	150	5900	2950	8850	1859	664	300	0	11672	11670	880
4	Smt. Shashi Bala, Library Personnel ✓	9860	5250	125	5375	2688	8063	1693	605	300	0	10660	10360	800
5	Sh. S.B.S. Sajwan, Accountant.	12550	6725	175	6900	3450	10350	2174	776	300	0	13600	13600	0
6	Sh. Gyan Chand Patial, Sec. Asstt.	11400	6050	150	6200	3100	9300	1953	698	300	75	12326	12320	0
7	Sh. K.S. Thapa, Sec. Asstt.	9410	5000	100	5100	2550	7650	1607	574	300	0	10130	10130	0
8	Sh. V. Rajkumar, Stenographer ✓	9120	4800	100	4900	2450	7350	1544	551	300	75	9820	9820	730
9	Sh. Govind Singh, Sec. Asstt. ✓	9480	5000	125	5125	2563	7688	1614	577	300	75	10253	10250	760
10	Sh. Gyanesh Chhibber, Sec. Asstt. ✓	8860	4700	100	4800	2400	7200	1512	540	300	0	9552	9550	720
11	Sh. Kuldeep Singh Chauhan, Sec. Asstt. ✓	7840	4100	100	4200	2100	6300	1323	473	300	75	8471	8470	630
12	Sh. Vinay Kumar Sharma, Sec. Asstt. ✓	7950	4200	100	4300	2150	6450	1355	484	300	0	8588	8580	640
13	Sh. Neeraj Gupta, Sec. Asstt. ✓	6200	3275	75	3350	1675	5025	1055	377	240	0	6697	6690	500
14	Sh. Muthu Veerapan, Computer Asstt. ✓	8130	4300	100	4400	2200	6600	1386	495	300	0	8781	8780	660
15	Sh. Vinod Verma, Jr. A.V. Tech. ✓	8940	4700	100	4800	2400	7200	1512	540	300	75	9627	9620	720
16	Sh. Rajiv Gupta, Asstt. Accountant ✓	7770	4100	100	4200	2100	6300	1323	473	300	0	8396	8390	630
17	Sh. A.S. Negi, UDC	8130	4300	100	4400	2200	6600	1386	495	300	0	8781	8780	0
18	Sh. Pyar Chand Aswal, LDC ✓	6140	3200	75	3275	1638	4913	1032	368	240	75	6628	6620	490
19	Sh. Hari Kishan, LDC ✓	6070	3200	75	3275	1638	4913	1032	368	240	0	6553	6550	490
20	Sh. Umed Singh, LDC ✓	6140	3200	75	3275	1638	4913	1032	368	240	75	6628	6620	490
21	Sh. Govind Singh Aswal, Driver ✓	6550	3425	75	3500	1750	5250	1103	394	240	75	7061	7060	520
22	Sh. Satender Singh Negi, Driver ✓	6830	3575	75	3650	1825	5475	1150	411	240	75	7350	7350	540
23	Sh. Jagdish Prasad Nawani, Driver ✓	6690	3500	75	3575	1788	5363	1126	402	240	75	7206	7200	530
24	Sh. Mohan Singh, Driver ✓	7100	3725	75	3800	1900	5700	1197	428	240	75	7640	7640	0
25	Sh. B.B. Thapa, Driver ✓	7370	3875	75	3950	1975	5925	1244	444	240	75	7929	7920	0
26	Sh. Udai Singh Rawat, Driver ✓	6960	3650	75	3725	1863	5588	1173	419	240	75	7495	7490	0
27	Sh. Chandan Singh Aswal, Attendant ✓	5810	3020	60	3080	1540	4620	970	347	240	75	6252	6250	460
28	Smt. Anju Rawat, Attendant ✓	4980	2660	60	2720	1360	4080	857	306	140	0	5383	5380	400
29	Sh. Sanjay Chauniyal, Lab Attendant ✓	5090	2720	60	2780	1390	4170	876	313	140	0	5498	5490	410
30	Sh. Kamal Verma, Attendant ✓	5810	3020	60	3080	1540	4620	970	347	240	75	6252	6250	460
31	Sh. Santosh, Attendant ✓	5060	2660	60	2720	1360	4080	857	306	140	75	5458	5450	400
32	Smt. Shanti Devi Uniyal, Attendant ✓	4670	2605	55	2660	1330	3990	838	299	140	75	5342	5340	390
33	Sh. Bhag Chand, Cook/Bearer ✓	5400	3020	60	3080	1540	4620	970	0	240	0	5830	5830	460
34	Sh. Maqsood Pathan, Coach.(sports).	5060	2660	60	2720	1360	4080	857	306	240	75	5558	5550	0
35	Sh. Deepak Patial, Project Assistant ✓	8000	0	0	4625	2313	6938	1457	520	300	75	9290	9290	690
36	Sh. Rajeev Thapa, Project Assistant ✓	8000	0	0	4625	2313	6938	1457	520	300	75	9290	9290	690
37	Sh. Praveen K. Tomar, Project Assistant	8000	0	0	4625	2313	6938	1457	520	300	75	9290	9290	690

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**WILDLIFE INSTITUTE OF INDIA
CHANDRABANI, DEHRA DUN**


No. A/2-1/2007-WII

Dated 29th January 2007

OFFICE ORDER

Sub.: EPF Contribution of the contractual engages – reg.

As per the Clause No. 13 of Terms and Conditions for engaging for the persons on contract, the EPF subscriptions as per the enclosed Annexure – I may be deducted from the contractual engages engaged in the Institute.


(P.K. Aggarwal)
Administrative Officer

Encl.: As stated.

Distribution:

1. Finance Officer
2. All concerned
3. Guard File

Hs 29/1/07 -

Pay for calculation of DA, OTA and EPF subscription for the
Contractual Employees of WII (2007)

S. No.	Name & Designation	Pay for calculation of DA and OTA for 2007	EPF Subscription
1	Shri. K. S. Thapa, (Secretarial Assistant)	5200	0
2	Smt. Sashi Bala (Library Personnel)	5500	825
3	Shri. Govind Singh (Secretarial Assistant)	5250	785
4	Shri. Gyanesh Chhibber (Secretarial Assistant)	4900	735
5	Shri. A. S. Negi (UDC)	4500	0
6	Shri. B. B. Thapa (Driver)	4025	0
7	Shri. Udai Singh Rawat (Driver)	3800	0
8	Shri. Vinod Verma (Jr. A. V. Tech.)	4900	735
9	Shri. Pyar Chand Aswal (LDC)	3350	500
10	Shri. Hari Kishan (LDC)	3350	500
11	Shri. Umed Singh (LDC)	3350	500
12	Shri. Chandan Singh Aswal (Attendant)	3140	470
13	Smt. Anju Rawat (Attendant)	2780	415
14	Shri. Santosh (Attendant)	2780	415
15	Smt. Santi Devi Uniyal (Attendant)	2720	405
16	Shri. Bhag Chand (Cook/Bearer)	3140	470
17	Shri Maqsood Pathan (Coach (Sports))	2780	0
18	Shri. SB Singh Sajwan (Accountant)	7075	0

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19	Shri. Rajiv Gupta (Assistant Accountant)	4300	645
20	Shri. V. Rajkumar (Stenographer)	5000	750
21	Shri. Neeraj Gupta (Secretarial Assistant)	3425	510
22	Shri. Kudeep Singh Chauhan (Secretarial Assistant)	4300	645
23	Shri. Govind Singh Aswal (Driver)	3575	535
24	Shri. Satender Singh Negi (Driver)	3725	555
25	Shri. Jagdish Prasad Nawani (Driver)	3650	545
26	Shri Sanjay Chauniyal (Lab. Attendant)	2840	425
27	Shri. Kamal Verma (Attendant)	3140	470
28	Shri. J. S. Kathyat (Database Manager)	7700	1155
29	Shri. Muthu Veerapan (Computer Assistant)	4500	675
30	Shri. Virender Kumar Sharma (Computer Personnel)	6350	950
31	Shri. Mukesh Arora (Computer Personnel)	6050	905
32	Shri. Mohan Singh (Driver)	3875	0
33	Shri. Jyoti Prasad (Project Assistant)	4500	675
34	Shri. Praveen Kumar Tomar (Project Assistant)	4750	710
35	Shri. Rajeev Thapa (Project Assistant)	4750	710
36	Shri. Vinay Kumar Sharma (Secretarial Assistant)	4400	660
37	Shri. Prem Bhadur Thapa (LDC)	3125	0
38	Shri. Girdhar Thapa (LDC)	3125	0
39	Shri. Praveen Kumar Thakur (LDC)	3125	0

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DETAILS OF CONTRACTUAL ENGAGEES AND THEIR EMOLUMENTS DURING THE YEAR 2006 AND 2007

S. No.	Name and Designation of the Contract engages	Nature of Work	Equivalent Post in WII	Pay scale when engagements made during 2006	Basic pay during 2006	Total Emoluments drawn during 2006	Proposed Basic pay during 2007 in the same pay scale after adding one increment	Proposed Total Emoluments during 2007 (Details calculation sheet attached as Annexure-II)
1.	Sh. J.S. Kathyat Database Manager	Development & Maintenance of Natural Wildlife Database	Comp. Programmer/ Database Manager	6500-200-10500	7500/-	14750/-	7700/-	16060/-
2	Sh. Virender K. Sharma Computer Personnel	DTP work, Newsletter, Annual reports etc.	Asstt. Programmer	5000-150-8000	6200/-	12250/-	6350/-	13300/-
3	Sh. Mukesh Arora Computer Personnel	Giving technical assistance in the Dept. of WHM. Assistance in preparation of presentation of various training courses for Wildlife Heath related lecture, keeping of all the files and papers related department.	Asstt. Programmer	5000-150-8000	5900/-	11670/-	6050/-	12680/-
4	Smt. Shashi Bala Library Personnel	Compilation of bibliographics, automated serial control, subject classification of library documents, assisting library users in document procurement, reprint collection and updation of in-house database	Library Information Assistant	4500-125-7000	5375/-	10360/-	5500/-	11560/-
5	Sh. S.B.S. Sajwan Accountant	Maintaining office record related to USDA Collaborative Project, WII-HPDF Project and facilitate timely audit of the accounts.	Accountant	5500-175-9000	6900/-	13600/-	7075/-	14780/-
6	Sh. K.S. Thapa Secretarial Assistant	Doing PG Diploma related work and other routine work of Academic Cell	Stenographer	4000-100-6000	5100/-	10130/-	5200/-	10940/-

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No.	Name and Designation of the Contract engages	Nature of Work	Equivalent Post in WII	Pay scale when engagements made during 2006	Basic pay during 2006	Total Emoluments drawn during 2006	Proposed Basic pay during 2007 in the same pay scale after adding one increment	Proposed Emoluments
①	②	③	④	⑤	⑥	⑦	⑧	⑨
7	Sh. V. Rajkumar Stenographer	Doing all secretarial works related to Administrative Section, maintaining files and doing diary/despatch of letters by using mail management system software, assisting in preparation of Agenda note and minutes for GB, AGM and Finance Committee meetings of WII, assisted in preparation of recruitment rules for officers and staff, maintaining ACR files in respect of WII officers and staff and also doing various works of Store section and doing other works assigned	Stenographer	4000-100-6000	4900/-	9820/-	5000/-	10610/-
8	Sh. Govind Singh Secretarial Assistant	Providing Secretarial Assistance and computer work	Stenographer	4500-125-7000	5125/-	10250/-	5250/-	11120/-
9	Sh. Gyanesh Chhibber Secretarial Assistant	Doing all Secretarial work for Research Coordinator's office, monitoring & maintenance of files & keeping records pertaining to various projects, assisting in preparation of ARS & TRAC meeting, engagement of researchers and also doing day to day other works	Stenographer	4000-100-6000	4800/-	9550/-	4900/-	10330/-

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S. No.	Name and Designation of the Contract engages	Nature of Work	Equivalent Post in WII	Pay scale when engagements made during 2006	Basic pay during 2006	Total Emoluments drawn during 2006	Proposed Basic pay during 2007 in the same pay scale after adding one increment	Proposed Emoluments
①	②	③	④	⑤	⑥	⑦	⑧	⑨
10	Sh. Kuldeep Singh Chauhan Secretarial Assistant	Doing all secretarial work related to AV Cell, doing layout and designing of annual report, and other reports	Stenographer	4000-100-6000	4200/-	8470/-	4300/-	9170/-
11	Sh. Vinay Kumar Sharma Secretarial Assistant	Office management, accounts of projects and researchers and maintenance of official files and cataloging and filing	Stenographer	4000-100-6000	4300/-	8580/-	4400/-	9300/-
12	Sh. Neeraj Gupta Secretarial Assistant	Maintaining of files, letter drafting, email and internet, designing work and work related to Hindi and store section	L.D.C.	3050-75-4590	3350/-	6690/-	3425/-	7250/-
13	Sh. Muthu Veerapan Computer Assistant	Computer services, interface with AMC service providers	Data Entry Operator	4000-100-6000	4400/-	8780/-	4500/-	9510/-
14	Sh. Vinod Verma Jr. AV Technician	AV equipment support, photography and videography and Public address support during various courses, seminar and other activities of WII, maintenance of photo library, slide library, video library and screening of Nine projector and also helping in outreach activities of WII.	Jr. AV Technician	4000-100-6000	4800/-	9620/-	4900/-	10400/-

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S. No.	Name and Designation of the Contract engages	Nature of Work	Equivalent Post in WII	Pay scale when engagements made during 2006	Basic pay during 2006	Total Emoluments drawn during 2006	Proposed Basic pay during 2007 in the same pay scale after adding one increment	Proposed Emoluments
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
✓ 15	Sh. Rajiv Gupta Accounts Assistants	Preparing computerized accounting and vouchering and budgeting, preparing pay bills, clearing of payments, giving suggestions of financial matters to the Pls, and finance officer, preparing of accounts for audit purposes and any other matter related to accounts.	UDC	4000-100-6000	4200/-	8390/-	4300/-	9100/-
✓ 16	Sh. A.S. Negi UDC	Report/returns to GOI, pension cases, Maintenance of all kind of files, correspondence related various courses, workshops and training, publication of advertisements etc.	UDC	4000-100-6000	4400/-	8780/-	4500/-	9510/-
✓ 17	Sh. Pyar Chand Aswal LDC	Despatch work of the institute, keeping records of receipt of dispatched letters, Maintaining related files, Hindi typing	LDC	3050-75-4590	3275/-	6620/-	3350/-	7170/-
✓ 18	Sh. Hari Kishan Gupta, LDC	Receipt and despatch of all kind of daks related to finance section, typing work and preparation of financial statements.	LDC	3050-75-4590	3275/-	6550/-	3350/-	7090/-

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S. No.	Name and Designation of the Contract engages	Nature of Work	Equivalent Post in WII	Pay scale when engagements made during 2006	Basic pay during 2006	Total Emoluments drawn during 2006	Proposed Basic pay during 2007 in the same pay scale after adding one increment	Proposed Emoluments
19	Sh. Umed Singh LDC	Technical processing of books, data entry of newsletter, shelving of books/journals and reprints, barcoding of new books and searching documents on users request and diary and despatch work of Library.	LDC	3050-75-4590	3275/-	6620/-	3350/-	7170/-
20	Sh. Govind Singh Aswal Driver	Doing duties as allotted	Driver (Ordinary)	3050-75-4590	3500/-	7060/-	3575/-	7630/-
21	Sh. Satender Singh Negi Driver	Doing duties as allotted	Driver (Ordinary)	3050-75-4590	3650/-	7350/-	3725/-	7940/-
22	Sh. Jagdish Prasad Nawani, Driver	Doing duties as allotted	Driver (Ordinary)	3050-75-4590	3575/-	7200/-	3650/-	7780/-
23	Sh. Mohan Singh Driver	Doing duties as allotted	Driver (Ordinary)	3050-75-4590	3800/-	7640/-	3875/-	8240/-
24	Sh. B.B. Thapa Driver	Doing duties as allotted	Driver (Ordinary)	3050-75-4590	3950/-	7920/-	4025/-	8610/-
25	Sh. Udai Singh Rawat Driver	Doing duties as allotted	Driver (Ordinary)	3050-75-4590	3725/-	7490/-	3800/-	8090/-
26	Sh. Chandan Singh Aswal Attendant	Doing all the duties of attendant to the AC and WE Cell & colour photocopy work	Attendant	2550-60-3200	3080/-	6250/-	3140/-	6740/-
27	Smt. Anju Rawat Attendant	Doing all the duties of attendant to the EPPM Dept.	Attendant	2550-60-3200	2720/-	5380/-	2780/-	5830/-
28	Sh. Sanjay Chauniyal Lab. Attendant	Lab maintenance, sample preparation, sample cleaning and storage and day to day DNA lab maintenance	Attendant	2550-60-3200	2780/-	5490/-	2840/-	6050/-

INFORMATION PROVIDED
UNDER RTI

By: 30/12

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No.	Name and Designation of the Contract engages	Nature of Work	Equivalent Post in WII	Pay scale when engagements made during 2006	Basic pay during 2006	Total Emoluments drawn during 2006	Proposed Basic pay during 2007 in the same pay scale after adding one increment	Proposed Emoluments
①	②	③	④	⑤	⑥	⑦	⑧	⑨
✓ 29	Sh. Kamal Verma Attendant	Attending duties in ESM department and other activities	Attendant	2550-60-3200	3080/-	6250/-	3140/-	6740/-
✓ 30	Sh. Santosh Attendant	Attending duties in new teaching block with three faculty member	Attendant	2550-60-3200	2720/-	5450/-	2780/-	5900/-
✓ 31	Smt. Shanti Devi Uniyal Attendant	All duties of attendant in account section	Attendant	2550-60-3200	2660/-	5340/-	2720/-	5780/-
✓ 32	Sh. Bhag Chand Cook/Bearer	Performing duties in Guest House and Hostels	Cook/Bearer	2550-60-3200	3080/-	5830/-	3140/-	6610
✓ 33	Sh. Maqsood Pathan Coach (Sports)	Providing technical inputs to the trainees, faculty and other members of sports persons		2550-60-3200	2720/-	5550/-	2780/-	5900/-
✓ 34	Sh. Rajeev Thapa Project Assistant	WI-UNESCO Project work, IT assistance in work relating to Dean and WII other offices	Project Assistant	4500-125-7000	4625/-	9290/-	4750/-	10100/-
✓ 35	Sh. Jyoti Prasad Project Assistant	Assistance I ENVIS project activities	Project Assistant	8000/- (Consolidated)	-	8000/-	-	8000/-
✓ 36	Sh. Praveen K. Tomar Project Assistant	Web based work for activities and projects of the EIA Cell	Project Assistant	4500-125-7000	4625/-	9290/-	4750/-	10100/-
✓ 37	Sh. Prem Bhadur Thapa LDC	Preparation of vouchers for advance and settlement of TA/DA and settlement of non-official TA/DA claims	LDC	3050-75-4590	-	6000/-	3125/-	6630/-
✓ 38	Sh. Girdhar Thapa LDC	Maintenance of office file, record of WL offence cases, inventory and record keeping of Wildlife Forensic Cell	LDC	3050-75-4590	-	6000/-	3125/-	6630/-
✓ 39	Sh. Praveen Kumar Thakur LDC	Conducting internal audit and other typing work	LDC	3050-75-4590	-	6000/-	3125/-	6630

Rajin
20/12

Apur

30

Annexure - II

319

Break-up of Emoluments of Pay of Contractual Engages

	Name & Designation	Basic pay for 2006	Rate of Increment	Basic Pay for 2007	D.P	Pay plus DA	DA 29%	HRA 7.50%	CHCA	Transport Allowance	G. Total	Net Pay	EPF Subscription
1	Shri. K. S. Thapa (Secretarial Assistant)	5100	100	5200	2600	7800	2262	585	300	0	10947	10940	0
2	Smt. Sashi Bala (Library Personnel)	5375	125	5500	2750	8250	2393	619	300	0	11561	11560	825
3	Shri. Govind Singh (Secretarial Assistant)	5125	125	5250	2625	7875	2284	591	300	75	11124	11120	785
4	Shri. Gyanesh Chhibber (Secretarial Assistant)	4800	100	4900	2450	7350	2132	551	300	0	10333	10330	735
5	Shri. A. S. Negi (UDC)	4400	100	4500	2250	6750	1958	506	300	0	9514	9510	0
6	Shri. B. B. Thapa (Driver)	3950	75	4025	2013	6038	1751	453	300	75	8616	8610	0
7	Shri. Udai Singh Rawat (Driver)	3725	75	3800	1900	5700	1653	428	240	75	8096	8090	
8	Shri. Vinod Verma (Jr. A. V. Tech.)	4800	100	4900	2450	7350	2132	551	300	75	10408	10400	735
9	Shri. Pyar Chand Aswal (LDC)	3275	75	3350	1675	5025	1457	377	240	75	7174	7170	500
10	Shri. Hari Kishan (LDC)	3275	75	3350	1675	5025	1457	377	240		7099	7090	500
11	Shri. Umed Singh (LDC)	3275	75	3350	1675	5025	1457	377	240	75	7174	7170	500
12	Shri. Chandan Singh Aswal (Attendant)	3080	60	3140	1570	4710	1366	353	240	75	6744	6740	470
13	Smt. Anju Rawat (Attendant)	2720	60	2780	1390	4170	1209	313	140		5832	5830	415
14	Shri. Santosh (Attendant)	2720	60	2780	1390	4170	1209	313	140	75	5907	5900	415
15	Smt. Santi Devi Uniyal (Attendant)	2660	60	2720	1360	4080	1183	306	140	75	5784	5780	405

INFORMATION PROVIDED
UNDER RTI

30/12

Break-up of Emoluments of Pay of Contractual Engages

	Name & Designation	Basic pay for 2006	Rate of Increment	Basic Pay for 2007	D.P	Pay plus DA	DA 29%	HRA 7.50%	CHCA	Transport Allowance	G. Total	Net Pay	EPF Subscription
16	Shri. Bhag Chand (Cook/Bearer)	3080	60	3140	1570	4710	1366	0	240	0	6316	6310	470
17	Shri Maqsood Pathan (Coach (Sports))	2720	60	2780	1390	4170	1209	313	140	75	5907	5900	0
18	Shri. SB Singh Sajwan (Accountant)	6900	175	7075	3538	10613	3078	796	300		14786	14780	0
19	Shri. Rajiv Gupta (Assistant Accountant)	4200	100	4300	2150	6450	1871	484	300		9104	9100	645
20	Shri. V. Rajkumar (Stenographer)	4900	100	5000	2500	7500	2175	563	300	75	10613	10610	750
21	Shri. Neeraj Gupta (Secretarial Assistant)	3350	75	3425	1713	5138	1490	385	240		7253	7250	510
22	Shri. Kudeep Singh Chauhan (Secretarial Assistant)	4200	100	4300	2150	6450	1871	484	300	75	9179	9170	645
23	Shri. Govind Singh Aswal (Driver)	3500	75	3575	1788	5363	1555	402	240	75	7635	7630	535
24	Shri. Satender Singh Negi (Driver)	3650	75	3725	1863	5588	1620	419	240	75	7942	7940	555
25	Shri. Jagdish Prasad Nawar (Driver)	3575	75	3650	1825	5475	1588	411	240	75	7788	7780	545
26	Shri Sanjay Chauniyal (Lab. Attendant)	2780	60	2840	1420	4260	1235	320	240		6055	6050	425
27	Shri. Kamal Verma (Attendant)	3080	60	3140	1570	4710	1366	353	240	75	6744	6740	470
28	Shri. J. S. Kathyat (Database Manager)	7500	200	7700	3850	11550	3350	866	300		16066	16060	1155
29	Shri. Muthu Veerapan (Computer Assistant)	4400	100	4500	2250	6750	1958	506	300		9514	9510	675
30	Shri. Virender Kumar Sharma (Computer Personnel)	6200	150	6350	3175	9525	2762	714	300		13302	13300	950

30/12

[Signature]

32

397 (3)

Break-up of Emoluments of Pay of Contractual Engages

	Name & Designation	Basic pay	Rate of	Basic Pay	D.P	Pay plus	DA	HRA	CHCA	Transport	G. Total	Net Pay	EPF
		for 2006	Increment	for 2007		DA	29%	7.50%		Allowance			Subscription
31	Shri. Mukesh Arora (Computer Personnel)	5900	150	6050	3025	9075	2632	681	300		12687	12680	905
32	Shri. Mohan Singh (Driver)	3800	75	3875	1938	5813	1686	436	240	75	8249	8240	0
33	Shri. Jyoti Prasad (Project Assistant)	8000 Consolidated	0	0	0	0	0	0	0	0	0	8000	675
34	Shri. Praveen Kumar Tomar (Project Assistant)	4625	125	4750	2375	7125	2066	534	300	75	10101	10100	710
35	Shri. Rajeev Thapa (Project Assistant)	4625	125	4750	2375	7125	2066	534	300	75	10101	10100	710
36	Shri. Vinay Kumar Sharma (Secretarial Assistant)	4300	100	4400	2200	6600	1914	495	300	0	9309	9300	660
37	Shri. Prem Bhadur Thapa (LDC)	3050	75	3125	1563	4688	1359	352	240	0	6638	6630	0
38	Shri. Girdhar Thapa (LDC)	3050	75	3125	1563	4688	1359	352	240	0	6638	6630	0
39	Shri. Praveen Kumar Thakur (LDC)	3050	75	3125	1563	4688	1359	352	240	0	6638	6630	0

30/12

30/12

INFORMATION PROVIDED
UNDER RTI

Total
47 Pages

(1) Noting File no. A/2-1/2003/WI/ (N1 to 47)

The W.L.I. have engaged contractual engagers in different projects/establishment as per details at P/1 to 3. The period of said engagement is upto 31 Dec 2003. For the further extension of contract beyond 31-12-2003, the performance report have to be required from Controlling Authority of these staff, so that their contractual period could be extended as per their performance report. ~~Therefor~~ In this connection a DPA letter is submitted for approval please.

CP
15/10
San Ram
Rajiv
21/10
A.O.

Please provide the list of Nodal officers
Section Heads under which the contractual staff
working.

Agreed
21.10.03

R.M.

INFORMATION PROVIDED
UNDER RTI

Nodal officers/Section Heads have been mentioned against
names. Please see ENCL A: vide 4/c to 6/c

CP
22/10
San Ram
Rajiv
22/10
A.O.

The following is Submitted:

ATTESTED

CPIO, Wild Life Institute of India, Dehradun

(1) A number of staff have been engaged
various projects of the Institute and
Institute under grant-in-aid. The list
staff engaged by the Institute

2/c. The name

(7)

- 2 -

Heads, Project names under which the contractual staff are working is given at page 6-4/c. The present period of all the contractual staff is upto 31.12.2003.

- (2) Every year the performance report is obtained from their concerned Nodal officers/sectional heads for consideration of further extension for the next year and subject to the project period. Therefore, we may ask all Inchargers/Nodal officers to submit their performance report in respect of contractual staff working under them within a period 15 days. A draft circular is placed for consideration and approval please.

INFORMATION PROVIDED

UNDER RTI

- (2) After the performance report is received from the concerned Nodal office/Incharge, every year a meeting of all the concerned Nodal officers/Incharges is convened under the headship of Director, W.I.I. to consider the extension/fresh contractual offer for the next year, after giving a one day usual break. It is proposed that a meeting of all Nodal officers/Incharge concerned under the Chairmanship of Director, W.I.I. may be called during 1st week of December, 2003 to consider the extension/fresh contractual offer for the next year 2004.

For Consideration please.

Approved

Approved

4/11/03

Form Page

Fair copy is submitted for signature

P
5/11

Rajiv
6/11

A.D.

For signature please -

6/11/03

D/W/11

6/11/03

INFORMATION PROVIDED
UNDER RTI

6/11/03

RM

The controlling officers of the contractual employees were asked to submit the performance report for the year 2003 in order to renew the contract period for the year 2004. The performance report from the following officers yet to be received:-

Name of Controlling officer

- (a) Shri Ashutosh, Ac. officer
- (b) Dr. S.A. Hussain, Reader
- (c) Shri Pranab Pal, F.T.O.
- (d) Shri A.K. Pathe, AEO

Name of contractual employee.

- (i) Shri K.S. Thapa
- (ii) Sh. Govind Singh
- (i) Sh. Dharam Singh
- (i) Sh. M. Pathan
- (i) Sh. Uday Singh
- (ii) Sh. V.S. Bist
- (ii) Sh. B.B. Thapa
- (i) Sh. Govind Singh

F.I.F.

4-

The above officers may be asked to provide the required report within a period of three days. So that the meeting can be fixed during the 1st week of December 2003.

Sajir

27/11/2003

A.D.

Suggestion as above may be agreed.

INFORMATION PROVIDED
UNDER RTI

Sajir
28.11.03

Sh. D. Chakraborty,
Teacher

As proposed. Sajir

Sajir
1/12/03

RM
Letter to the controlling officer of the contractual engagers, regarding performance report have not yet been received so far.

Sajir
2/12
sm jsh

Sajir
3/12

A.D.

Please refer to 'x' at- 2/N a date and time may be fixed for the purpose so that concerned officers may be informed accordingly.

Rajni
5/12/2003

INFORMATION PROVIDED
UNDER RTI

A.O.

A convenient date for holding the meeting of Committee ^{and} to consider the extension of contractual staff may pl. be given.

Dr. D. Chakraborty, Reader

Agenda
10/12/03

A date for meeting as per convenient may kindly be given

Calcutta
10/12/03

D. V. H.

Referred to IAC to be held on 12/12/03 at 3pm. A.O. to come along with the File.

Agenda
10/12

may like to see for n/a file.

Dr. V. B. Mathur,
Member-Secretary, IAC

Agenda
11/12

2
The above is a copy of the original
which may be used for the purpose
of your research. It is not to be
distributed outside your institution.

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UNDER RTI

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protection of personal information.

- 6 -

(6)

Dated: 22nd December, 2003

Sub: Review of Performance Report of Contractual Engagees in WII and fresh contract offer for the year 2004.

The Meeting of the Internal Governance Committee met on 12.12.2003 to Review of Contractual Appointment in WII and for fresh contractual appointment under various project and under grant in aid of the Institute.

The IGC considered the performance report of the contractual engagees engaged in the Institute in its various projects and to consider the continuation and fresh contractual engagement of the staff on contract basis for the year 2004. Based on the recommendations of the various controlling officers of the contract employees, a summary list of 39 contractual staff was prepared and placed before the IGC. After discussion the IGC had agreed for fresh contractual appointment in WII. The following was further decided in the IGC Meeting:

- INFORMATION PROVIDED
UNDER RTI
- (1) It was also decided that one day break on 1.1.2004 should be given to all employees to be engaged on contract basis.
 - (2) In case of Shri Vinay Kumar Sharma, Administrative Assistant who was appointed under Terai Arc Project was recommended for placement with Dr. Y.V. Jhala, HoD, AECB as the officer has not been provided the Secretarial Assistance.
 - (3) In case of Shri Satendra Kumar, Driver who was appointed under Terai Arc Project was recommended for further engagement on contract basis upto 31.12.2004 as the Vehicle purchased under Terai Arc Project would be available and the services of the driver is necessary. It was also decided to book his salary under Research Project head of the grant in aid.
 - (4) Shri V. Rajkumar, Administrative Assistant cum Stenographer who has been appointed under US-FWS Project and at present is placed with HoD, PMCR was recommended for contractual engagement. The IGC decided that the consolidated emoluments should be paid by calculating the consolidated emoluments in the pay scale of Rs.5000-8000/-.
 - (5) In case of Shri Mohan Singh, Driver engaged under the WII Research Project "Status and Biology of Leopard in Pauri Garhwal, the IGC decided to give a fresh contractual offer from the funds of EIA Cell from where his salary was booked earlier and he will be posted in WII and may be used in

1

pool. The IGC decided that Dr. S.P. Goyal, PI. of the Project may be requested to engage a driver in the field station for the above mentioned research project.

(6) In case of Shri S.B.S. Sajwan, Accountant under USFS Project, the IGC decided to appoint him for three months i.e. upto March, 2004 only due to winding up of the Project.

(7) The IGC decided to continue the existing benefits such as annual increment, CPF, 20 days leave etc.

Medical Facilities: The IGC decided that in place of Medical Insurance Policy of Rs.1.50 lakhs to the contractual engagees, it was decided to provide a medical allowance to the contractual employees (self only) of Rs.200/- per month for meeting the cost of consultation from WII approved medical practioners and cost of medicines subject to an overall ceiling of Rs.5,000/- in a year and on submission of duly certified bills. This medical provision will not be applicable to those contractual employees availing medical facilities from other sources.

(10) **Bonus:** The IGC considered the recommendations given by the Internal Audit Officer for providing Bonus to Contractual employees. After discussion it was agreed by the IGC to include this item in the next year contract agreement by putting a suitable clause.

The IGC had also decided that before putting the clause No. (9) and (10) above i.e. medical and bonus to contractual employees, the opinion of the legal retainer should be obtained.

The undersigned had gone to the Legal Retainer today (22.12.2003) in connection with his opinion on the matter of CDL as per decision of the High Court, Uttaranchal for allowing minimum pay scale of the post. After that the undersigned had a discussion with him for medical and bonus to the contractual engagees to be engaged for the next year (2004). It was opined by him that there was no legal complications by allowing medical facility as proposed in item No. 9 above in place of existing medical insurance policy and by paying them bonus as per GOI norms.

12 -

Please refer the note at 6/N where as the services of Shri Vinay K. Sharma, Adm. Asstt. placed with the HOD, AECB as he was not provided the Secretarial Assistance.

The services of Shri Satendra Singh Negi has also been placed under the pool with F.T.O. to drive the Vehicle purchased under Terai Arc Project.

vide P.No. 107, 108/C

Due to inadvertency the orders were issued to book the expenditure for both the ~~off~~ contractual officials under Terai Arc Project.

Now it is recommended that the consolidated salary of both the officials may be booked under W.I.I. Budget.

If allowed a revised order may be issued.

Rajin
9.1.2004

A.O.
please.

For consideration and approval

Sh. D. Chakraborty, Reader

9.1.04

12-26-04

12-21-04

D.W.H.

INFORMATION PROVIDED
UNDER RTI

As desired file is submitted
for necessary action.

Pajw
27.1.2004
INFORMATION PROVIDED
UNDER RTI

A.O.

Dated: 27.1.2004

In the IGC Meeting held on 27.1.2004 it was informed that some staff (on contract) working in WII has given representation against the enhancement made in the salary of other two contractual staff engaged in the project namely Shri Kuldeep Chauhan, Secretarial Asstt. under Panna Interpretation Project and Shri Neeraj Gupta, Secretarial Asstt. under Corbett Interpretation. The representation was basically made on their seniority and had requested to place them at par with the above two staff based on their seniority and job responsibilities in the Institute. It was informed to the IGC that after approval of Director, WII the orders on the upgraded pay scale had been issued w.e.f. 2.1.2004.

The IGC on 27.1.2004 had also recommended the placement of Shri Rajeev Gupta, Clerk (on contract) in Phase II USFWS Project at the level Upper Division Clerk. The IGC in its meeting held on 12.12.2003 had also recommended the placement of Shri V. Rajkumar, Secretarial Asstt. cum Stenographer (on contract) under USFWS Project from the pay scale of Rs.4000-100-6000 to Rs.5000-150-8000. After approval of D,WII the orders for Shri Rajkumar were issued accordingly w.e.f. 2.1.2004.

The IGC in its meeting held on 27.1.2004 decided to withdraw the Office Order issued in case of Shri Kuldeep Chauhan and Shri Neeraj Gupta as their placement in the upgraded payscale without full justification of the post held by them and without following prescribed procedure is wrong and has invited several representations of the staff working in WII on contract. An amendment to the Office Order issued in this regard is put up for consideration and approval please.

It is further proposed that the upgradation of the staff working on contract basis should not be made without following prescribed procedure i.e. without advertisement and selection process of the post at higher level according to project need and budget availability. In case of other two staff where upgradation has been recommended by IGC i.e. Shri V. Rajkumar and Shri Rajeev Gupta, proper procedure of recruitment should be followed and

✓ Therefore, it is proposed that the clause of Item No. 9 and 10 for medical facility and bonus may be inserted in the fresh contract agreement for the year 2004.

apfnd [After approval of the Director, WII the fresh contract offer may be issued on 2.1.2004 and 1.1.2004 will be considered a break day for all the contractual employees in the Institute.

For consideration and approval please.

[Signature]
AO

INFORMATION PROVIDED
UNDER RTI

Shri D. Chakraborty, Reader *[Signature]*
22/11/03

[Signature]
D. WII
referred. Issue order fresh
on 2nd January 2004.

[Signature]
A.D.

[Signature]
22/11/03

Please process further.

[Signature]
Rajni

[Signature]
22/11/03

Pl. refer to the minutes of I.G.C. regarding renewal of contract / fresh ~~for~~ contract for the year 2004. Accordingly, consolidated emolument has been worked out vide P.No. 40/c to 43 /c. and fresh terms and conditions has been modified vide P. No. 44 & 45 /c

- 9 -

(9)

F.P.P.

If approved fresh contract letters may be prepared for all concerned.

Rajiv

31.12.2003

INFORMATION PROVIDED
UNDER RTI

A.O.

All the terms and conditions of the contract are in accordance with the earlier terms & conditions except item No. 11 (medical reimbursement) and item No. 13 (Bonus) at page 44/c.

may please see all the terms and conditions of the contract after and thereafter these will be vetted by our Legal Retainer.

Agreed
31/12/03

I.A.O.

Terms and conditions placed at Page 44 & 45 are gone through. These may please be got vetted legally from our legal retainer as decided in the 16C Meeting dated 12.12.2003.

W. J. S.
31/12/03

I.A.O.

A.O.

A draft letter to Legal Retainer requesting to vet the terms and conditions for contractual engagements in will as placed for consideration and signature please.

INFORMATION PROVIDED
UNDER RTI

D. 11/11

Approved

11/11/04

01.01.04.

1. Offer letter for the following contractual engagers alongwith terms & conditions are submitted for approval & signature please :-

1. Do. Parag Migam
2. Shri K. S. Thapa
3. Shri Shashi Bala.
4. Shri A S Negi.
5. Shri Gyanm Chibber
6. Shri Uday Singh Rawat-
7. Shri B. B. Thapa
8. Shri Gaurind Singh
9. Shri Vinod Singh Bhatt
10. Shri Hari Krishan Gupta
11. Shri Abhishek Bansal
12. Shri Umed Singh
13. Shri Pyar Chand Dewel
14. Shri Pray Chand
15. Shri Anshu Rawat-
16. Shri Chandan Singh
17. Shri MacSood Pathan
18. Shri Shanki Devi Unigal.
19. Shri Santos
20. Shri Vinod Varma.
21. Shri J S Kathyal-
22. Shri Gyan Chand Patiyal.
23. Shri Virinder Kumar Sharma.
24. Shri Mukesh Anora
25. Shri Muthu Jeerapan
26. Shri Moham Singh
27. Shri Vinay Kumar Sharma

29. Smt SBS Sagwan
30. Smt Rajeev Gupta
31. Smt V. Rajkumar
32. Smt Kuldeep Singh Chauhan
33. Smt Neeraj Gupta
34. Smt Gopind Singh
35. Smt Jagdish Prasad Rawani
36. Smt Santosh Singh Negi
37. Smt Sangay Channiyal
38. Smt Kamel Varna

2. Terms & Conditions have been duly ~~verified~~ ^{vetted} by Legal retainer, available at P/61 to 65. The ~~same~~ Pay & Miles have calculated and checked by me the calculation sheet are available at P/56 to 60. Submitted Please.

INFORMATION PROVIDED
UNDER RTI

~~Smt. Smt. Singh~~
6/1
A.O.

For approval please.

Smt. D. Chakraborty, (on Leave)

6/1/04

Duty

approved

6/1/04

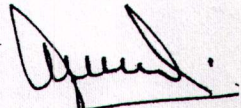
A/O

6/1/04

nm

may be allowed subject to selection by the Selection Committee. If agreed, an amendment to the Office Order may be made accordingly in case of Shri V. Rajkumar. In case of Shri Rajeev Gupta under USFWS Project no amendment order is required as his salary has still not been increased.

For consideration please.



AO


~~Director~~

INFORMATION PROVIDED
UNDER RTI

The proposal above is approved. Such promotion/upgradation in the pay scale of Contractual as well as Regular staff should be done by following proper procedure including advertisement. Thus, the former order issued in all such three cases stands cancelled. Amendment of the order is issued.

~~A.O.~~


29/11/14


29/11/14

DM

With reference Para 12 of Terms & Conditions for the contractual employees, are provided a medical facilities for self only through approved medical practitioners of W.I.I. Dehrenden.

In this connection please also refer circular dt 25-1-2004. Contractual employees have given their option vide their applications for medical facilities. Letter to Dr. S.K. Minscha to Dr. Sandeep Shyuja are submitted for approval to signature please.

INFORMATION PROVIDED UNDER RTI

The concerned AMAs are being informed to allow the medical facilities to the contractual employees as per the agreed rates on payment basis.

The D.F.A. placed below for approval pl.

Sign
15/3

A.O.

This is as per agreed terms & condition of contractual employment. May like to see before issue.

Sign
15/3/04

✓ Sh. D. Chakraborty Reader

1 - DIARY SEC.
14.6.6
DATE 18/3/04

Sign
15/3/04

As per terms & conditions of the contractual service, as per letter P130 to all contractual employees vide P130 the option for medical facilities extended to them upto a limit of Rs 500/- per annum, to the authorised hospitals of the W.I.I. May like to peruse before issue

Sign
18/3

The following Contractual employees have given their option for the medical facilities, under mentioned Nursing Home / Hospital according to Para 12 of terms & condition of Contractual employees :-

- (i) Shri Sonjay Chouniyal, Lab Attendant - Minocha Hospital.
- (ii) Shri V. Rajkumar, Stereographer - do
- (iii) Shri Gyanesh Chhibber, Secretarial B&H - Jan Kalyan Hospital.

In this connection letter to Dr. SK. Minocha & Dr. Sandeep Dhruva are submitted for approval & signature please.

P
24/4

**INFORMATION PROVIDED
UNDER RTI**

SmRM

In view of above letter addressed to respective hospitals is put up for approval etc

~~RM~~
26/4/04

~~to~~

~~RM~~
26/4/04

RM

SECRET
[Handwritten signature]

~~SECRET~~
[Handwritten signature]

Handwritten text, mostly illegible due to blurring and bleed-through.

DECISION - NO INFORMATION
INDEX KLI

Multiple paragraphs of handwritten text, mostly illegible due to blurring and bleed-through.

The W.I.I. have engaged Contractual engagees in diff project/establishment as per details at P/153. The pe of said engagement is upto 31 Dec 2004. For the further extension of contract beyond 31-12-2004, the performance report- have to be required for Controlling Authority of these staff, so that their Contractual period could be extended as per their performance report. In this connection a DFA letter is submitted for approval please.

P
16/11

Shri R. M. Thakur. It allowed the performance re obtained from the contractual engagees in their controlling officer. DFA. placed below for appro

Rajiv
16/11

INFORMATION PROVIDED
UNDER RTI

A.O.

Please speak.

Rajiv
16.11.04

R.M.

spoken, as desired needful been done. A circular may be issr to obtain the performance report the contractual engagees for fu extension.

Rajiv
24/11/04

A.O.

Dated: 25.11.2004

INFORMATION PROVIDED
UNDER RTI

The Institute has engaged contractual staff at various levels to carry out its activities through the existing arrangement of contractual staff. It was decided that in the present scenario the creation of new posts is difficult and that the Institute should carry out on its activities through the existing arrangement of contractual engagements in lieu of additional posts requested in past.

The Institute is engaging contractual staff on yearly basis and depending upon the requirement and duration of various projects as well as through grant in aid. The list of the contractual staff engaged by the Institute is placed at page 186-187/c and 184-183/c for perusal.

The detailed terms and conditions vetted the WII legal retainer on which the contractual arrangements have been made are placed at page 68-66/c for perusal. The same has again been sent to the Legal Retainer for vetting on the basis of recent pronouncements made by the Government.

One day break to all contractual staff is also given while issuing fresh contractual offers.

The performance report of all contractual staff depending upon the further requirement of engagement is required to be asked from all the concerned Faculty Incharge/ Sectional Heads under whom the staff is working on contract basis. Based on the reports received, the meeting of all the Faculty Incharge/Sectional Heads chaired by the Director, WII would be required to be convened for fresh contractual engagements during the year 2005.

In view of this, the performance report from all concerned may be asked. A draft O.M to this effect is placed at page 187/c for approval before issue.

For consideration and approval please.

Sh. D. Chakraborty, Reader

draft shown to me.

2) 187/c draft approved.

3) We need to take a holistic view of staff deployment - Please spec for meeting and deciding agenda

view of staff deployment - fixing up

18/12

RM

AC

Form No. Page

-19-

Fair copy of Office Memo is submitted for signature please

P
20/12
AS

Jaya
20/12/04

RM

Pl. Refer to the decision of D/WII at
U at 18/N, In view of this draft
addressed to the legal retained placed
below for approval pl.

Jaya
21/12

A.O.

INFORMATION PROVIDED
UNDER RTI
Jaya
21/12/04

RM

Fair copy is submitted for signature please.

P
22/12

Jaya
22/12

A.O.

Jaya
22/12/04

RM

Ref P 18/N A convenient date for holding the
meeting may be given in order to take
further action into the matter.

Jaya
22/12

A.O.

For approval please -

Jaya
23/12/04

Sh. D. Mahaborky, Secy

Still Discussed. No need for meeting. On
receipt of papers recommendations from all concerned, the
persons concerned dealing the file i.e., A.O./Fo/D-Chitling
etc. should process it & finalize. 23/12/04

Dated: 27th December, 2004

Sub: Review of Performance Report of Contractual Engagees in WII and fresh contract offer for the year 2005 – Reg.

The Institute has engaged contractual staff at various levels to carry out the activities of various projects and under grant in aid of the Institute work. The list of the contractual staff engaged during the year 2004 is placed at **page 186-183/c** for perusal.

The performance report in respect of all contractual staff (39 Nos.) was requested from their controlling officers depending upon the further requirement during the year 2005. The performance reports have been received and are placed at **page 57-1/c** in the linked file for perusal please.

The following is submitted for fresh engagements of contractual staff during the year 2005:

(1) Every year one day break on 1st January is given. This year 1st and 2nd January, 2005 are Gazetted holidays (Saturday & Sunday) and hence, break day will be considered on 3rd January, 2004. Fresh contractual engagements will be effective from 4.1.2005.

(2) The detailed terms and conditions duly vetted by Legal Retainer were again sent to him for re-examination in the light of recent judicial pronouncements on contract labour. The terms and conditions have been re-examined and vetted by the Legal Retainer and are placed at **page 231-226/c** for perusal. The fresh contractual engagements shall be made on the lines of terms and conditions given by the Legal Retainer.

(3) On perusal of performance report it is seen that satisfactory performance report has been received in all the cases except one i.e. Shri Govind Singh, Secretarial Assistant who has been engaged in Academic Cell to assist in the Certificate Course work and other short courses. Dr. S. Sathyakumar, Course Director, Certificate Course (**vide pp 13/c linked file**) has mentioned that the performance report was not satisfactory. His work output was always delayed and not upto the standard of the Institute. His competency in English language and computer skills is not to the desired level and has always led to wastage of

INFORMATION PROVIDED
UNDER RTI

time, paper and energy in getting the work completed. Reports of his poor conduct with the office staff and his inability to maintain working relationship with them were received.

It is also pointed out that during field Orientation cum Technique Tour of Certificate Course to Rajaji National Park during November, 2001 he fought with one another staff (Driver) and created problem there. On the report of the Tour Incharge, Certificate Course he was issued an Office Memorandum. On his written apology (**vide pp 59/c of the linked file**), he was given a warning not to repeat such mistake (**vide pp 58/c**).

Recently, again an incident has come to notice that Shri Govind Singh and Shri Devendra Prasad Kothari, Attendant had hot exchange of words abusing each other in the Academic Cell. A detailed report on this issue has been submitted in a separately file for disciplinary action.

In view of not getting his satisfactory performance in the Academic Cell it is proposed that the case of Shri Govind Singh, Secretarial Assistant for fresh contractual engagement may not be considered.

- (4) In case of Shri S.B.S. Sajwan, Accountant engaged under HPFD Project it has been mentioned that the project is likely to continue for another year and his further engagement is recommended under HPFD and WII-USDA Project (**vide pp 1/c of linked file**).
- (5) In case of Shri Vinay Kumar Sharma, Administrative Assistant (presently attached with Dr. Y.V.Jhala, Hod), Shri Satendra Kumar Driver will continue to be booked under Research Projects head of the grant in aid.
- (6) At present the salary of Shri Mukesh Arora, Computer Personnel (presently attached with Dr. P.K. Malik, HoD), Shri Virendra Kumar Sharma, Computer Personnel (presently placed in the Computer DTP Centre) and Shri Mohan Singh, Driver is booked under EIA Cell of the grant in aid. It is noted that all the three staff are not actually working in the EIA Cell and have been placed elsewhere as mentioned above. At present there is not much project in the EIA Cell and funds under EIA Cell are drying up. Hence, it is proposed that the salary of these three staff may be booked under grant in aid of WII in place of EIA Cell budget head of WII.

INFORMATION PROVIDED
UNDER RTI

(8) The salary of Shri Kamal Verma, Attendant (presently placed with B.C.Choudhury, HoD and Nodal Officer, USFWS Project) was earlier under grant in aid. He was posted with Shri B.C. Choudhury, NO, USFWS Project and last year his salary was booked under the USFWS Project because of the provision in the project. Now, the USFWS Project is over. So, the salary of Shri Kamal Verma, Attendant may be booked under the grant in aid from where his salary was booked earlier.

INFORMATION PROVIDED UNDER RTI (8) In case of Shri Kuldeep Singh Chauhan, Secretarial Assistant engaged under Panna Interpretation Project of USFWS (presently placed with Smt. Bitapi C. Sinha, Nodal Officer, AV Cell and Course Director, Diploma Course), it is noted that ~~that~~ project period is over in December, 2004. Smt. Bitapi C. Sinha has recommended his case for further engagement in the AV Cell as there is no other person deployed with her as Secretarial Assistant. The job duties assigned to him has been given vide pp 29-28/c in the linked file for perusal. It is therefore, proposed that the further engagement of Shri Kuldeep Singh Chauhan may be made for A.V. Cell and his salary may be booked under grant in aid of WII.

(10) In case of Shri V. Rajkumar, Administrative Assistant cum Stenographer engaged under USFWS Project (presently placed with Dr. A.K. Gupta, HoD), it is stated that the USFWS Project is going to be over in December, 2004. The services of Shri V. Rajkumar placed with Dr. A.K. Gupta, HoD as Secretarial Assistant are further required. It is therefore, proposed that the salary of Shri V. Rajkumar may be booked under Grant in aid of WII.

(11) In case of Shri Rajeev Gupta, Accounts Assistant who was engaged under USFWS Project (presently placed in the Accounts Section), it is pointed out that the USFWS Project is going to be over in December, 2004. Shri Gupta in addition to the accounts work of the project, is also looking after the accounts of the grant in aid of WII. He is the only person who is maintaining the computerized accounts in the Institute. His services in the accounts section are essentially required. So, it is proposed that the salary of Shri Rajeev Gupta, Accounts Assistant may be booked under grant in aid of the Institute.

(12) In case of Shri Neeraj Gupta, Secretarial Assistant in Corbett Interpretation Project of USFWS it is stated that the project is going to be over in December, 2004. There is no further requirement has been received from the Nodal Officer, USFWS Project. Hence, his further engagement during the year 2005 is not proposed.

(13) The present consolidated emoluments of the all the staff and proposed consolidated emoluments for the year 2005 are given at **page 225-223/c** for perusal and approval please. The detailed calculations have been given at **page 222-216/c** for perusal. The proposed consolidated emoluments have been given adding the increment and other allowances as per procedure followed in past.

(14) The E.P.F will be applicable to the contractual employees who are drawing consolidated emoluments upto Rs.6,500/- p.m. In case of retired pensioners the EPF scheme will not be applicable. In this connection may like to see the opinion of legal retainer vide **page 228/c**.

(15) With respect of Bonus to contractual employees, the legal retainer has suggested to incorporation the wordings as "the entitlement bonus, if any, will be regulated by the GOI Rules as adopted/followed by the Institute.

Submitted for consideration and approval please. Before the file is sent to Director, WII for approval, the Finance Officer and Internal ^{Audit} Officer are requested to kindly see the above and comment.

INFORMATION PROVIDED
UNDER RTI

Sh. D. Mahabadi, Reader (Cen. Fin)
Finance Officer

[Signature]
AO

Salary of Mr. Rajiv Anpta, Asstt. Asstt.
may be booked under Research Project A/c
(A/c No-51). Other cases may be considered
from Grant-in-aid on basis of recommen-
dation of concerned officers. Please examine.
Submitted please.

[Signature]

1. A.O

The period of engagement of
contractual staff is expiring on
31.12.2004 (AN). Further requirement
of contractual staff may be decided
by the Director.
For perusal please.

[Signature]
28.12
1 A.O.

1. Kindly see above note as proposed by A.O. and endorsed by F.O. & I.A.O. In nutshell, presently (2004), the Institute had engaged in all 39 staff on contract basis including a faculty (Veterin Present break-up for Grant-in-aid and project based engagement is as follows:

Grant-in-Aid = 21 (20+1 Faculty)
= 14

Projects

(WII-HPED, ENVIS,
EIA, UNESCO, Himalay Biod,
WL Forensics, USFWS,)

Grant-in-Aid = 04
Research Project A/c

Total = 39

INFORMATION PROVIDED
UNDER RTI

The proposal for the next year i.e. 2005 includes altogether 37 engagement and discontinuation in two cases (Sh. Neeraj Gupta - Project Completion; Sh. Govind Singh - Poor Performance). Proposed engagement of 37 staff is as under:

(i) Grant-in Aid = 30 (inclusive of one faculty level, 6 proposed transfer from EIA Cell (3) and USFWS Project owing to inadequate funds and completion of project, respectively. Also includes 4 staff working G-I-A: Research Pn Sh. Sajwan: USFS; ENVIS-UNESCO-①; WII Res. Proj- EIA-①.

(ii) Various Projects = 07

Total = 37

Recommendations of concerned Sectional I/c's in above 37 cases have been obtained and placed in file for kind perusal.

2. The Institute's Legal Retainer has further edited existing Order for Contractual engagement and its terms and conditions. It is proposed to indicate DA on tour and advisable class under it in all above 37 cases as

Submitted for kind consideration and approval

P. K. Wadhwa
29/12/04

Director.
1. The proposal for engagement of 37 contractual personnel is for a period of one year is approved.

2. MR Neeraj Gupta and Sri Gorind Singh may be engaged for period upto 31.3.05. Their cases need to be reviewed in the light of availability of jobs and of funds and in case of Gupta, and in case of Gorind Singh the outcome of the enquiry is involving altercation with another employee.

3. The proviso added by legal retainer in clause 13 ^{of terms & conditions} regarding EPF should be deleted.

31/12/04.

INFORMATION PROVIDED
UNDER RTI

4/0

31/12/04

RM

The orders pertaining to 37 contractual personnel is placed below for approval/sig. of:

- (2) The orders in respect of Sh. Neeraj Gupta and Gorind Singh will be issued separately as all the terms and conditions are not applicable to them. Their terms & conditions required to be vetted by the legal retainer a fresh. Sh. M. D. Gupta, UDC

F.P.P.

may be asked to do the needful.

③ As decided by D/W II, the proviso added by legal retainer in clause NO-13 of terms & conditions has been deleted.

Lajin
4.1.04

A.O. Quib

INFORMATION PROVIDED
UNDER RTI

Two person is being issued fresh contractual engagement only for 3 months i.e. from 4-1-2005 to 31-3-2005. Hence the existing terms and condition is required to be revised for these persons. Therefore the terms & conditions have to be vetted by the legal advisor, i.e. Shri Rippon K. Mohan.

In this connection a letter to Shri Rippon K. Mohan, advocate is submitted for approval please.

P
11/1
Shri R. Metha

Quib
11/1/05

AM

For copy is submitted for signature please.

P
11/1
Shri R. Metha

Lajin
11/1

AO

The offer of contractual appointment for a period of three months from 4.3.5 to 31.3.5 was made to following persons:-

- (1) Sh. Neeraj Gupta working under A.O. in Admin. Sec.
- (2) Sh. Govind Singh working under Ac. officer in Academic

Their cases now required to be reviewed in the light of their performances for further appointment.

It is proposed that their evaluation/performa for the last 2½ months may be obtained ~~the~~ from their Reporting officers for further action.

~~Jan~~
18/3/5

INFORMATION PROVIDED
UNDER RTI

~~A.O.~~ The performance report in case of above two staff deployed in Academic cell and Admin section for the last three months may be obtained from the C.D's of Diploma/Certificate/M.Sc. and Academic officer in case of Sh. Govind Singh and in case of Sh. Neeraj Gupta from Admin. officer.

~~H.O.~~

~~Signature~~
18.3.05

The D.W.II in his remarks vide page 25/1 while granting approval for proposed engagement of 37+2=39 contractual engages has visualized a review in view of the following:

- (a) Availability of work/Job and required funds
- (b) Outcome of enquiry in case of Shri Govind Singh.

1937
2/3/5

-28-

Meanwhile, if so desired and as proposed
"Performance Review" in above two cases
can be requested to the concerned course
Director(s) and A.O for a period 4.1.05 to
28.3.05 latest by 29.3.05 (forenoon).

Submitted for kind consideration and
Approval

P.k. Mathur.
22/3/05

INFORMATION PROVIDED
UNDER RTI

Director, (1) The enquiry against
Sh. Gunda Singh has been made in
a separate file and order of reprimand
him has been issued. He may
however be engaged for a further term
of ending Dec 06 at in the same
section subject to his good behavior as
indicated in the order on enquiry report.

(2) So far as the engagement of Mr
Neraj Gupta is concerned, he may
be engaged for the period ending Dec 06.
We need to review engagement of
personnel in the light of recent
Supreme Court decision on engaged
for on contract for projects.

pb
29/3

A.O

11 DRY SEC
1270
NO. 22/3/05
DATE

Form No. Page

The Contractual period in respect of Shri Neeraj Gupta, Secretarial Assistant, has been extended from 01 Apr 2005 to 31 Dec 2005 by the Competent Authority. In this connection Office Memo alongwith fresh terms & conditions have been prepared and submitted for signature please.

~~Dy~~
30/3

Shri R. Mehta.

~~30/3~~

~~AO.~~

INFORMATION PROVIDED
UNDER RTI
discuss -

~~30/05~~

Discussed.

~~30/3~~

~~AO~~

may like to see and approve draft order in respect of Sh. Gouind Singh, Secretarial Assistant (on contract) vide page 243/c please.

~~2018~~
4/4/05

~~H.O.D.~~

For kind consideration and approval.

~~1.4.05~~

P. K. Mathur
4/4/05

~~DWIT~~

~~7/1/05~~

1464-
05/4/05

Form Psc-Page

Fair copy is submitted for signature please.

P
8/4

Shri R Mahtra.

Signi

8/4

INFORMATION PROVIDED
UNDER RTI

A.O.

Apurva

8/4/05

In response of office memo dt 28 Aug 2005 (P247^c)
Shri Poaveen Kumar Thakur, has joined the duty
on 01 Sep 2005 vide his joining report dt 01 Sep 05 (P/25)
duly accepted the terms & conditions as laid down
in said memo. ~~Further~~ In this connection DPA for office order
is submitted for approval please.
(Personal file)

P
8/4

Shri R Mahtra.

The W.I.I. have engaged Contractual engages in different projects/establishment as per details P/163. The period of said engagement is upto 31-12-2005. For the further extension of Contractual period beyond 31-12-2005, the performance report have to be required for the Controlling Authority of these staff, so that their Contractual period could be extended as per their performance report. In this connection a BPA letter is submitted for approval please.

①
8/11

INFORMATION PROVIDED
UNDER RTI

San R. Mehta.

The contractual period of contractual engages is coming to end on 31-12-2005

Before taking further action we may request the controlling officers of these engages to submit the performance report of these persons in the proforma fixed at 4/c

for approval pl.

Gajin
10/11

40 - List of Contractual engages is placed at page 252-254/c with details of their deployment. Contractual period is coming to an end on 31.12.05. We may ask their controlling officers to give performance report and then extension/fresh appointment may be considered.

3030
22/11

H.O.

44)

OR

22-11-05

Amr
21.11.05

Form No-Page

In response of our letter dt 23 Nov 2005 addressed all controlling officers of contractual employees. The report has been issued from the officer concerned 06th December 2005. Performance Reports have been received from the Controlling Officers ~~except~~ except the following contractual employees:-

INFORMATION PROVIDED
UNDER RTI

- | | Controlling Officer |
|-------------------------------------------|----------------------------------------------|
| 1. Smt Sashi Bala,
Library Personnel | Dr. M. S. Bana,
Librarian |
| 2. Smt Pyar Chand Bawal, LDC | |
| 3. Shri Ummed Singh, LDC | Dr. P. K. Mishra, HOD |
| 4. Shri SBS Sajwan, Accountant | Shri A. K. Bhargava, HOD |
| 5. Shri V. Raj Kumar,
Secretarial Asst | |
| 6. Shri Pooja Chand, Cook/Beaver | Dr. V. P. Uniyal, SC-D &
Hostel warden |
| 7. Shri Madsood Pathan, Concher | Dr. B. S. Adhikari, SC-D &
Sports officer |

Performance Reports are available at enclosed file.
Submitted please.

12/12
Shri R. Mehta.

Sub: Review of Performance Report of Contractual Engagees in WII and fresh contract offer for 2006 – Reg.

The Institute has engaged contractual persons at various levels to carry out the activities of various projects under grant in aid and also externally funded projects of the Institute. The list of the contractual engages engaged during 2005 is placed at 274/C.

The performance report in respect of all contractual engages was requested from their controlling officers depending upon their further requirements during 2006. The performance report except the following have been received are placed in a separate folder.

- (i) Shri S.B.S.Sajwan, Accountant
- (ii) Shri Govind Singh, Secretarial Asstt.

The following is submitted for fresh engagements in respect of contractual staff during the year 2006:

- (1) Every year one day break on 1st January is given. This year on 1st Jan. is a holiday hence, break may be considered on 2nd Jan. and fresh engagement may be considered w.e.f. 3.1.2006.
- (2) On perusal of the performance report it is seen that satisfactory performance report has been received in all cases. Shri B.C.Choudhury, HoD, ESM has not mentioned requirement for further retention of Shri Kamal Verma. He further requested that a suitable Attendent may be provided who lives in the WII Staff Qtrs. in order to attend the Department's work during late hrs.
- (3) The present consolidated emoluments of all the engages and proposed emoluments for the year 2006 are given at 275/C for perusal and approval please. The detailed calculations have been given by adding the one increment and other allowances as per the procedure followed in the past.

Submitted for consideration and approval please.

[Signature]
24.12.2005

[Signature]
A. O.

P.T.O

INFORMATION PROVIDED
UNDER RTI

Dated: 28th December, 2005

(1) The period of contractual staff is expiring on 31.12.2005 (A.N). The Institute had engaged in all 38 staff on contract basis. One staff has resigned from the contractual post. Now available strength is 37 and a list of such staff is placed at page 274/c for perusal. Present break-up for grant in aid and project based engagement is as follows:

- | | | | |
|-----|----------------------------------------------------------------------------------------------------|---|---------|
| (a) | Grant-in-aid | - | 27 Nos. |
| (b) | WII-USDA Forest Service, ENVIS, EIA, Himalayan Biodiversity, WII Research Projects & Trg. A/c WII. | - | 10 Nos. |

(Details are given at page 252-254/c for perusal).

(2) Recommendations of concerned Sectional Incharges in case of 36 cases have been received and placed in the file for kind perusal. In case of Shri Govind Singh, Secretarial Assistant, the case shall be put up separately as inquiry is going on against him.

(3) The present consolidated emoluments of all the above contractual staff and proposed consolidated emoluments are given at page 276/c for consideration and approval please. The proposed consolidated emoluments have been calculated by adding the equivalent amount of one increment and other allowances. Detailed calculations may be seen at page 275/c.

(4) The terms and conditions of the contractual engagement shall remain the same as given last year. 1st January, 2006 being Holiday (Sunday), one day break on 2nd January, 2006 shall be given in all the above cases. Fresh contractual engagements shall be made with effect from 3.1.2006 upto the period 31.12.2006.

Submitted for kind consideration and approval please.


AO

H.O.O

The proposal of fresh contract of (37 number) the above staff is submitted for consideration and approval. It may be considered if the contract could be renewed in a manner so that the break is given in the end of the year and the next fresh contract can start from 1st of January 2007. It will,

INFORMATION PROVIDED
UNDER RTI

therefore, appropriate that the coming
A contract could be made up to 30.12.2006

- The enhancement of emoluments have
been calculated and proposed in the
similar way, as done during last year

f Submitted for consideration and
approval.

D / WII INFORMATION PROVIDED
UNDER RTI

Discussed with 29.12.05
Ho perused the demand of the personnel engaged
on contract at 27/12.

While we may re-enter into
Contract w.e.f 'A' proposed above if
there is unanimity on this, we
should work out the requirement of personnel
for each type of activity and project afresh.

Please do a work study as was done
earlier by some agency earlier.
We would then be in firm footing
and can justify engagement of
these personnel on contract basis

Ho
AO

M
2.1.06

PS
2.1.06

- 25 -
Dated: 2.1.2006

May like to see the noting at page 35/n.

It is submitted that 30.12.2006 will be Saturday (holiday). One day break shall be considered on 29.12.2006. Hence, the contractual engagement shall be made with effect from 3.1.2006 to 28.12.2006.

For approval please.

[Signature]
AO

~~H.O.O~~

44, 5 yrs.

~~AO~~

[Signature]
3.1.06

[Signature]
21/10/06

INFORMATION PROVIDED
UNDER RTI

~~LM~~

Office Memo in connection with engagement of contractual employees as above are prepared & duly checked, are submitted for approval & signature please

[Signature]
02/01/06

San. R. Mehta.

[Signature]
31.16

~~A.O.~~

[Signature]
21/10/06

~~RM~~

Office order in connection of ETP Authorization as per
the clause 13 of Terms & Condition for Contractual
employees in the Institute, is submitted for approval
& signature please.

22/11/2016
Sanjay K. Kulkarni
The Finance Officer is being
informed to recover the EPP centre/Gulm
as per the above note.

INFORMATION PROVIDED
UNDER RTI
22/11/2016

30.11.16

Wm

Dated 6 November 2006

The Institute has engaged contractual staff at various levels to carry out its activities through the existing arrangement of contractual staff. It was decided that in the present scenario the creation of new posts is difficult and that the Institute should carry out on its activities through the existing arrangement of contractual engagements in lieu of additional posts requested in past.

The Institute is engaging contractual staff on yearly basis and depending upon the requirement and duration of various projects as well through grant in aid. The list of contractual staff engaged by the Institute is placed at page No.347/c and 348/c for perusal.

The detailed terms and conditions which has already been duly vetted by WII's legal retainer earlier on which the contractual arrangements have been made are placed at page 343 to 345/c for perusal.

The performance report of all contractual engage depending upon their further engagement is required to be asked from all the concerned Faculty Incharge/Sectional Heads under whom the staff is working on contract basis.

In view of this, the performance report from all concerned may be asked. A draft OM to this effect is placed at page 349/c for approval before issue.

Submitted for consideration and approval please.

Rajiv Mehta
6/11/06
Rajiv Mehta

~~A.O.~~

It is proposed that we may ask the performance report from all concerned Head/Incharge of the contractual staff.

Kindly see the noting at page 35/N of 2/10/11. we may have a meeting of all concerned incharges for further action in this matter.

H.O. *Amul* 9/11/06.

Amul 12/11/06
Amul

Amul
8-11-06

INFORMATION PROVIDED
UNDER RTI

4634
9/11/06

3/60

Please refer to note at- 37/N,
meeting of all concerned in charges required
to be made as per the remarks of D/WII
vide 37 N.

Submitted for necessary orders.

Devi
14.11.06

For advise fl.

~~A.O.~~

Agarwal
20/11/06

H.O.O. (on leave)

INFORMATION PROVIDED
UNDER RTI

4047
24/11/06

संकाय अंश/र/देन

WII Diary Section (Receipt)

No. 2657

Date: 20/11/2006

~~Devi~~

Pls get the reports from all concerned
members and then convene a meeting on 5/12/06
at 4pm in Board Room. Pls also check
the list at p 347-348/c is complete.

~~Adm Office~~

ex. put up.

Agarwal
22-11-06

(Mella
[Worrell]
22/11/06)

RM

From Ex. Page

The performance report of all concerned engagees depending upon their further engagements has been asked from their controlling officer vide P/349 to 366. The performance reports have been received from their controlling Faculty-in-charge/Sectional Heads except the following :-

INFORMATION PROVIDED
UNDER RTI

1. Shri Govind Singh.
Secretarial Assistant
2. Shri B. B. Thapa, Driver.
3. Shri Mohan Singh, Driver
4. Shri Uday Singh Rawat, Driver
5. Shri Govind Singh Agarwal, Driver
6. Shri Satender Singh Negi, Driver.
7. Shri Masood Pathan, Coach (sports)

Submitted
Performance Reports are available in
Separate Files (enclosed)
Submitted please.

R
4/12

Shri R. Mahanta Note at 38/N may like to see,
The performance report to the staff of as
mentioned above have not been received
so far. As desired a meeting in the
board room at 4.00 AM required to be
conveyed on 5-12-06.
Submitted for further orders
please.

Raj
11/12

As.

As discussed, we have received the performance report from all the employees -

Submittal pf.

— *callosus*

INFORMATION PROVIDED
UNDER RTI

5/12

~~10~~

Performance report in all.

The cases of Contracting staff has been

read out placed in the file. Complete

list in at page 367 - 369/c. Meeting

could not be held on 5/12/66. Please give another convenient date for the meeting.

Smile & wave

1 Performance Report received in
report of all concerned engineers from their
respective exposures may kindly be
examined and put up for Enr 715
approval. Meeting is not required
in this matter.

5/11/20


Worms

50/11/6

Head of Office

17/10/20

20. Examine and put up

2011.11 

90116
Στο

To: Mr. J. H. Deaf
 No. 2951
 Date: 09/12/05
 Section (Receipt)

INFORMATION PROVIDED
UNDER RTI

-41-

Please be revised addres
any more columns is "The
date upto which the existing
contracted engagement is effective"
and the "date upto which the
fresh engagement has been sought
for by the respective controlling offrs.

It is seen that out of total
2. 13 contracted engagers, the salary
as many as 38 engagers is
being debited to Grant-in-Aid.
This connection please indicate as to
whether the corresponding number of
recourses exist in Grant-in-Aid.

This may be accorded priority.

D. putup.

11.12.06

~~140~~
11.12.06

~~141~~
The list have been revised as desired.

Submitted H.

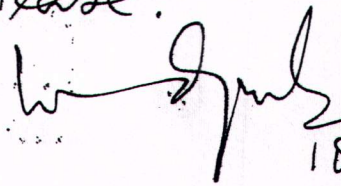
~~142~~
12.12.06

~~143~~
13.12.06

~~144~~
On next page please

It is seen that engagement period of Contractual appointees (list placed at P-268/c) is upto 28.12.2006. All these engages have been recommended for further engagement of one year except Sh. S.B.S. Saiwan (Sl. no. 5) and Sh. Jagdish Nawani (Sl. no. 22) who have been recommended for three months i.e. upto 31.3.2007.

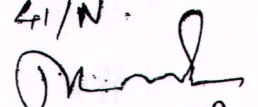
2. Further engagement of these persons on contractual basis may kindly be decided by the competent authority. Para 2 of my note dated 11.12.2006 (P-41/c) may kindly be kept in view. For orders please.


18.12.06
H.O.

~~H.O.~~

AO to discuss w.r.t para 2 of
H.O.'s note at Page 41/N.

~~AO~~


20/12/06.

out of 39 persons engaged on
Contract basis as per list at page 268/c,
5 persons at Sl. No. 5, 22, 33, 34 & 35 are

engaged against project funds. Rest 34 persons are engaged against gra aid. It is intimated that there is corresponding posts are available in Instt. The people are being engaged contract basis as per need and as per direction of G.B. as it was decided the present the creation of new posts is difficult and the Institute should carry on its activities through the existing arrangement on contract.

In view of above it is proposed that a fresh contractual engagement may be made as per details given at page 268/c and following may also be considered:

- (i) Break dry on 1/1/2007. Fresh engagement from 2/1/2007.
- (ii) Enhancement in contractual emoluments after adding the equivalent amount of one income and present D.A as applicable as on date as per practice being followed.

Submitted please.

[Signature]
22/12/06

H.O. *[Signature]* For advice and order re.
26/12/06.

1. Please keep the copies of relevant G.B. order authorizing Director to go for contractual engagements for positions not sanctioned by Ministry (G.B. No. 7/15/2002).
2. The cases of engagement under grant-in-aid, Project and compassionate ground should be dealt in separate relevant files. Similarly engagement of Ex-Servicemen in separate

INFORMATION PROVIDED
UNDER RTI

5117-
26/12/06

Total
34 Pages Correspondence Edo

File No A/21/2007/WII

490

①

RIPON K. MOHAN

INDUSTRIAL LAW ADVOCATE

15/4, Luxmi Road,
Dehradun-248001
Uttarakhand

Ph.: 0135-2672338

Tel. Fax: 0135-2674582

Email :- mohanripon_adv@rediffmail.com

Date: 02.02.2015

To,

The Administrative Officer,

Wild Life Institute of India, Chandrabani,

Dehradun

Subject: Gratuity to contract employees – seeking legal advice;

Reference: Your letter bearing No. A/2-2/2009 – WII dated 28th Jan, 2015 received on 29 Jan, 2015

Dear Sir,

**INFORMATION PROVIDED
UNDER RTI**

Vide your letter under Reference and reply my advice and opinion has been sought regarding payment of Gratuity to the contractual employees engaged by the Institute from time to time.

In this regard I write to draw your attention that the Terms and Conditions of Contractual Engagement do not specify regarding payment of Gratuity to the contractual engagee.

Nevertheless Gratuity will definitely be payable even to the Contract employees either as per the Rules applicable upon the Institute providing for payment of Gratuity or if no such Rules are in existence or in vogue then definitely as per and under the provisions of the Payment of Gratuity Act, 1972.

In this connection I draw your attention to the definition of the term 'employee' as given under Section 2(e) of the Payment of Gratuity Act, 1972 which means "any person [other than an apprentice] who is employed for wages, whether the terms of such employment are express or implied, in any kind of work, manual or otherwise, in or in connection with the work of a factory, mine, oil field, plantation, port, railway company, shop or other establishment to which this Act applies, but does not include any such person who holds a post under the Central Government or a State Government and is governed by any other Act or by any Rules providing for the payment of Gratuity.

Although the contract employees may not be holding any post under the Central Government which working under the Institute but definitely such – contract employees will not get excluded from the definition of the term 'employee' as stated above, as the only categories excluded there from are either the 'apprentices' and or the 'persons who hold a post under the Central or a State Government and is governed by any other Act or by any Rules providing for the payment of Gratuity'.

Therefore the contract employee who has or puts in minimum five [05] years of service will be entitled to receive Gratuity which will be calculated on the basis of last drawn basic wage plus D.A multiplied by the number of years of service multiplied by 15 and the sum divided by 26 [by virtue of Section 4 of the

ATTESTED

CPIO, Wild Life Institute of India, Dehradun

In file -
31/2/15
Smt. Baljot

RIPON K. MOHAN

INDUSTRIAL LAW ADVOCATE

(489) (2)
15/4, Luxmi Road,
Dehradun-248001
Uttarakhand

Ph.: 0135-2672338

Tel. Fax: 0135-2674582

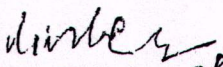
Email :- mohanripon_adv@rediffmail.com

Payment of Gratuity Act, 1972]. Giving of 1 or 2 days break in between will not constitute a break in service for the purpose of computation, calculation and payment of Gratuity.

Hence in my considered legal opinion the contract employee – person under question and reference – Mr. K.S. Thapa, after putting in much more than the minimum qualifying period of service of 05 years, will definitely be entitled to receive Gratuity, based on the above stated computation. No exemption has been made or even exists for contract employees.

Informed and appraised as per the above,

**INFORMATION PROVIDED
UNDER RTI**


Ripon K Mohan 2/2/15

Advocate

WILDLIFE INSTITUTE OF INDIA
CHANDRABANI, DEHRADUN

②

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NO: A/2-1/2007/WII

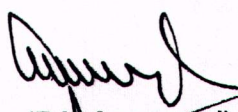
Dated 2nd April, 2014

OFFICE ORDER

Subject: WII Employee Contributory Provident Fund Trust contribution in respect of the contractual engages – reg.

**INFORMATION PROVIDED
UNDER RTI**

As per the Clause No 14 of terms and conditions for engaging for the persons on contract, the WII Employee Contributory Provident Fund Trust contribution as per the enclosed Annexure –I may please be deducted from the contractual engages in the Institute.


(P.K. Aggarwal)
Administrative Officer

Finance Officer

①
4
22-4-14

**WII Employee 'Contributory Provident Fund Trust Contribution in
respect of Contractual Staff**

(Expenditure under Grant-in-aid)

Sl. No.	Name of Contractual engagees	EPF Subscription 2013-14	15% increase	EPF Subscription 2014-15
1	Shri J.S.Kathyat	2359	354	2713
2	Shri Virender KSharma	1941	291	2232
3	Shri Muthu Veerapan	1374	206	1580
4	Shri Mukesh Arora	1850	278	2128
5	Smt Shashi Bala	1680	252	1932
6	Shri Umed Singh	1022	153	1175
7	Shri Gyanesh Chhiber	1493	224	1717
8	Shri Vinay Kumar Sharma	1344	202	1546
9	Shri Kuldeep Singh Chauhan	1313	197	1510
10	Shri Vinod Verma	1493	224	1717
11	Shri Chandan S Aswal	956	143	1099
12	Shri Satender singh Negi	1134	170	1304
13	Shri Govind Singh Aswal	1089	163	1252
14	Shri Santosh	848	127	975
15	Shri Sanjay Chowniyal	866	130	996
16	Shri Hari Kishan Gupta	1022	153	1175
17	Shri Rajiv Gupta	1313	197	1510
18	Shri V Rajkumar	1523	228	1751
19	Shri Neeraj Gupta	1285	193	1478
20	Shri Pyar Chand Aswal	1022	153	1175
21	Shri Kamal Verma	956	143	1099
22	Shri Rajeev Thapa	1493	224	1717
23	Shri Jyoti Prasad	1380	207	1587
24	Dr. Bhumesesh Bhadouria	1642	246	1888
25	Smt Shanti Devi	829	124	953
26	Smt Anita Devi	777	117	894

**INFORMATION PROVIDED
UNDER RTI**

till date 30.06.2014

**Administrative Officer
Wildlife Institute of India
Dehradun**

Emoluments for Contranctual Statt Year 2014-15

(5)

434

Sl. No.	Name of engagees	Emoluments 2013-14	15% increase	Emoluments 2014-15	Budget Heads
1	Shri J.S.Kathyat	35612	5342	40954	Grant-in-aid
2	Shri Virender K Sharma	29408	4411	33819	Grant-in-aid
3	Shri Muthu Veerapan	20987	3148	24135	Grant-in-aid
4	Shri Mukesh Arora	28078	4212	32290	Grant-in-aid
5	Smt Shashi Bala	25530	3830	29360	Grant-in-aid
6	Shri Ummed Singh	15807	2371	18178	Grant-in-aid
7	Shri Gyanesh Chhiber	22759	3414	26173	Grant-in-aid
8	Shri Vinay Kumar Sharma	20543	3081	23624	Grant-in-aid
9	Shri Kuldeep Singh Chauhan	20249	3037	23286	Grant-in-aid
10	Shri Vinod Verma	22909	3436	26345	Grant-in-aid
11	Shri Chandan S Aswal	14811	2222	17033	Grant-in-aid
12	Shri Govind Singh Aswal	16805	2521	19326	Grant-in-aid
13	Shri Santosh	13015	1952	14967	Grant-in-aid
14	Shri Sanjay Chowniyal	13133	1970	15103	Grant-in-aid
15	Shri Hari Kishan Gupta	15659	2349	18008	Grant-in-aid
16	Shri Rajiv Gupta	20099	3015	23114	Grant-in-aid
17	Shri V Rajkumar	23352	3503	26855	Grant-in-aid
18	Shri Neeraj Gupta	19655	2948	22603	Grant-in-aid
19	Shri Pyar Chand Aswal	15807	2371	18178	Grant-in-aid
20	Shri Kamal Verma	14811	2222	17033	Grant-in-aid
21	Shri N K Chhetri	11939	1791	13730	Grant-in-aid
22	Shri Shriniwas Bahuguna	11939	1791	13730	Grant-in-aid
23	Shri Udai Singh Rawat	17803	2670	20473	Grant-in-aid
24	Shri Mohan Singh	18135	2720	20855	Grant-in-aid
25	Shri Prem Prakash Suyal	11939	1791	13730	Grant-in-aid
26	Shri Girdhar Thapa	14661	2199	16860	Grant-in-aid
27	Shri Balwant Singh Rawat	11939	1791	13730	Grant-in-aid
28	Shri Mahinder Singh Rawat	14328	2149	16477	Grant-in-aid
29	Shri Praveen Kumar Thakur	14661	2199	16860	Grant-in-aid
30	Shri Madan Lal Sharma	14478	2172	16650	Grant-in-aid
31	Shri Prem Bahadudr Thapa	14661	2199	16860	Grant-in-aid
32	Shri Joginder Singh	11939	1791	13730	Grant-in-aid
33	Smt Shanti Devi Uniyal	12126	1819	13945	Grant-in-aid
34	Shri Satender Singh Negi	17471	2621	20092	Grant-in-aid
35	Smt Anita Devi	11826	1774	13600	Grant-in-aid
36	Shri Ravinder Nath	11500	1725	13225	Grant-in-aid
37	Shri Rajiv Thapa	23878	3582	27460	WII-UNESC Project
38	Shri Joyti Prasad Nautiyal	21245	3187	24432	WII-ENVIS Project
39	Dr Bhumesb Bhaduria	24873	3731	28604	WII-UNESCO Project
40	Shri Vijay Prakash Baluni	11939	1791	13730	WII-UNESCO Project ENVIS/ DGH sea Turtle Project

INFORMATION PROVIDED
UNDER RTI

2.4.14

24/14

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EMOLUMENTS FOR CONTRANCTUAL STAFF YEAR 2013-14

Sl. No.	Name of Contractual engagees	Emoluments of 2013-14	Budget Heads
1	Shri J.S.Kathyat	25612	Grant-in-aid
2	Shri Virender KSharma	29408	Grant-in-aid
3	Shri Muthu Veerapan	20987	Grant-in-aid
4	Shri Mukesh Arora	28078	Grant-in-aid
5	Smt Shashi Bala	25530	Grant-in-aid
6	Shri Umed Singh	15807	Grant-in-aid
7	Shri Gyanesh Chhiber	22759	Grant-in-aid
8	Shri Vinay Kumar Sharma	20543	Grant-in-aid
9	Shri Kuldeep Singh Chauhan	20249	Grant-in-aid
10	Shri Vinod Verma	22909	Grant-in-aid
11	Shri Chandan S Aswal	14811	Grant-in-aid
12	Shri Govind Singh Aswal	16805	Grant-in-aid
13	Shri Santosh	13015	Grant-in-aid
14	Shri Sanjay Chowniyal	13133	Grant-in-aid
15	Shri Hari Kishan Gupta	15659	Grant-in-aid
16	Shri Rajiv Gupta	20099	Grant-in-aid
17	Shri V Rajkumar	23352	Grant-in-aid
18	Shri Neeraj Gupta	19655	Grant-in-aid
19	Shri Pyar Chand Aswal	15807	Grant-in-aid
20	Shri Kamal Verma	14811	Grant-in-aid
21	Shri N K Chhetri	11939	Grant-in-aid
22	Shri Shriniwas Bahuguna	11939	Grant-in-aid
23	Shri Udai Singh Rawat	17803	Grant-in-aid
24	Shri Mohan Singh	18135	Grant-in-aid
25	Shri Prem Prakash Suyal	11939	Grant-in-aid
26	Shri Girdhar Thapa	14661	Grant-in-aid
27	Shri Balwant Singh Rawat	11939	Grant-in-aid
28	Shri Mahinder Singh Rawat	14328	Grant-in-aid

C-5

Signature
+ *Signature*

429

7

Sl. No.	Name of Contractual engagees	Emoluments of 2013-14	Budget Heads
29	Shri Praveen Kumar Thakur	14661	Grant-in-aid
30	Shri Madan Lal Sharma	14478	Grant-in-aid
31	Shri Prem Bahadur Thapa	14661	Grant-in-aid
32	Shri Joginder Singh	11939	Grant-in-aid
33	Smt Shanti Devi Uniyal	12126	Grant-in-aid
34	Shri Satender Singh Negi	17471	Grant-in-aid
35	Smt Anita Devi	11826	Grant-in-aid
36	Shri Ravinder Nath	11500	Grant-in-aid
37	Shri Rajiv Thapa	23878	WII-UNESCO Project
38	Shri Joyti Prasad Nautiyal	21245	WII-UNESCO Project
39	Dr Bhumesh Bhaduria	24873	WII-UNESCO Project
40	Shri Vijay Prakash Baluni	11939	WII-UNESCO Project ENVIS/DGH sea Turtle Project

C.S.

Rajiv Mehta

4 - 5/11

WILDLIFE INSTITUTE OF INDIA
CHANDRABANI, DEHRADUN

NO: A/2-1/2007/WII

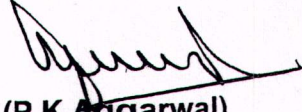
Dated 19 April, 2012

OFFICE ORDER

Subject: WII Employee Contributory Provident Fund Trust contribution in respect of the contractual engages – reg.

**INFORMATION PROVIDED
UNDER RTI**

As per the Clause No 14 of terms and conditions for engaging for the persons on contract, the WII Employee Contributory Provident Fund Trust contribution as per the enclosed Annexure –I may please be deducted from the contractual engages in the Institute.


(P.K. Aggarwal)
Administrative Officer

Finance Officer


5/4/12

EMP

ORY PROVIDENT FUND TRUST CONTRIBUTION IN RESPECT OF
CONTRACTUAL STAFF

Sl. No.	Name of Contractual engagees	Contribution for 2012-2013
1	Shri J.S.Kathayat	2051
2	Shri Virender KSharma	1688
3	Shri Muthu Veerapan	1609
4	Shri Mukesh Arora	1609
5	Smt Shashi Bala	1461
6	Shri Umed Singh	889
7	Shri Gyanesh Chhiber	1298
8	Shri Vinay Kumar Sharma	1169
9	Shri Kuldeep Singh Chauhan	1142
10	Shri Vinod Verma	1298
11	Shri Chandan S Aswal	831
12	Shri Govind Singh	till date 30.09.2012 1395
13	Shri Satender Singh Negi	986
14	Shri Govind Singh Aswal	947
15	Shri Santosh	737
16	Shri Sanjay Chowniyal	753
17	Shri Rajeev Thapa	1298
18	Shri Jyoti Prasad	1200
19	Shri Bhumesb Bhadouria	till date 31.08.2012 1428
20	Shri Hem Chander	till date 31.08.2012 1428
21	Shri Hari Kishan Gupta	889
22	Shri Rajiv Gupta	1142
23	Shri V Rajkumar	1324
24	Shri Neeraj Gupta	1117
25	Shri Pyar Chand Aswal	889
26	Shri Kamal Verma	831
27	Smt. Shanti Devi Uniyal	721
28	Smt. Anju Rawat	737
29	Smt. Anita Devi	676

INFORMATION PROVIDED
UNDER RTI

4 - 11

Rajendra

Signature
A2

EMOLUMENTS FOR CONTRANCTUAL STAFF FOR 2011-12

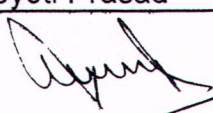
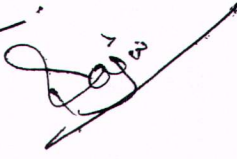
Sl. No.	Name of Contractual engagees	Emoluments for 2011-12	10% increase	Emoluments for 2012-13
1	Shri J.S.Kathyat	28152	2815	30967
2	Shri Virender KSharma	23248	2325	25573
3	Shri Muthu Veerapan	16590	1659	18249
4	Shri Mukesh Arora	22196	2220	24416
5	Smt Shashi Bala	20182	2018	22200
6	Shri Umed Singh	12496	1250	13745
7	Shri Gyanesh Chhiber	17991	1799	19791
8	Shri Vinay Kumar Sharma	16239	1624	17863
9	Shri Kuldeep Singh Chauhan	16007	1601	17608
10	Shri Vinod Verma	18110	1811	19921
11	Shri Chandan S Aswal	11708	1171	12879
12	Shri Govind Singh	19423	1942	21365
13	Shri Govind Singh Aswal	13285	1328	14613
14	Shri Santosh	10289	1029	11317
15	Shri Sanjay Chowniyal	10382	1038	11420
16	Shri Hari Kishan Gupta	12378	1238	13616
17	Shri Rajiv Gupta	15889	1589	17477
18	Shri V Rajkumar	18460	1846	20306
19	Shri Neeraj Gupta	15538	1554	17091
20	Shri Pyar Chand Aswal	12496	1250	13745
21	Shri Kamal Verma	11708	1171	12879
22	Shri N K Chhetri	9438	944	10382
23	Shri Shriniwas Bahuguna	9438	944	10382
24	Shri Udai Singh Rawat	14074	1407	15481
25	Shri B.B. Thapa	14974	1497	16471
26	Shri Mohan Singh	14336	1434	15770
27	Shri Prem Prakash Suyal	9438	944	10382
28	Shri Girdhar Thapa	11589	1159	12748
29	Shri Kehar Singh Shilpkar	9438	944	10382
30	Shri Balwant Singh Rawat	9438	944	10382
31	Shri Mahinder Singh Rawat	11327	1133	12459
32	Shri Praveen Kumar Thakur	11589	1159	12748
33	Shri Madan Lal Sharma	11445	1145	12590
34	Shri Prem Bahadur Thapa	11589	1159	12748
35	Shri Joginder Singh	9438	944	10382
36	Smt Anju Rawat	10171	1017	11188
37	Smt Shanti Devi Uniyal	9586	959	10544
38	Shri K.S. Thapa	19043	1904	20947
39	Shri Satender Singh Negi	13811	1381	15192
40	Smt Anita Devi	9348	935	10283
41	Shri Rajeev Thapa	18876	1888	20764
42	Shri Vijay Prakash Baluni	9438	944	10382
43	Shri Jyoti Prasad	17253	1725	18978
44	Dr. Bhumesb Bhadoria	19663	1966	21629
45	Dr. Hem Chander	19663	1966	21629

(11) - 266

EMOLUMENTS FOR CONTRANCTUAL STAFF FOR 2011-12

Sl. No.	Name of Contractual engagees	Emoluments for 2011-12	10% increase	Emoluments for 2012-13
1.	Shri J.S.Kathyat	28152	2815	30967
2.	Shri Virender KSharma	23248	2325	25573
3.	Shri Muthu Veerapan	16590	1659	18249
4.	Shri Mukesh Arora	22196	2220	24416
5.	Smt Shashi Bala	20182	2018	22200
6.	Shri Umed Singh	12496	1250	13745
7.	Shri Gyanesh Chhiber	17991	1799	19791
8.	Shri Vinay Kumar Sharma	16239	1624	17863
9.	Shri Kuldeep Singh Chauhan	16007	1601	17608
10.	Shri Vinod Verma	18110	1811	19921
11.	Shri Chandan S Aswal	11708	1171	12879
12.	Shri Govind Singh	19423	1942	21365
13.	Shri Govind Singh Aswal	13285	1328	14613
14.	Shri Santosh	10289	1029	11317
15.	Shri Sanjay Chowniyal	10382	1038	11420
16.	Shri Hari Kishan Gupta	12378	1238	13616
17.	Shri Rajiv Gupta	15889	1589	17477
18.	Shri V Rajkumar	18460	1846	20306
19.	Shri Neeraj Gupta	15538	1554	17091
20.	Shri Pyar Chand Aswal	12496	1250	13745
21.	Shri Kamal Verma	11708	1171	12879
22.	Shri N K Chhetri	9438	944	10382
23.	Shri Shriniwas Bahuguna	9438	944	10382
24.	Shri Udai Singh Rawat	14074	1407	15481
25.	Shri B.B. Thapa	14974	1497	16471
26.	Shri Mohan Singh	14336	1434	15770
27.	Shri Prem Prakash Suyal	9438	944	10382
28.	Shri Girdhar Thapa	11589	1159	12748
29.	Shri Kehar Singh Shilpkar	9438	944	10382
30.	Shri Balwant Singh Rawat	9438	944	10382
31.	Shri Mahinder Singh Rawat	11327	1133	12459
32.	Shri Praveen Kumar Thakur	11589	1159	12748
33.	Shri Madan Lal Sharma	11445	1145	12590
34.	Shri Prem Bahadudr Thapa	11589	1159	12748
35.	Shri Joginder Singh	9438	944	10382
36.	Smt Anju Rawat	10171	1017	11188
37.	Smt Shanti Devi Uniyal	9586	959	10544
38.	Shri K.S. Thapa	19043	1904	20947
39.	Shri Satender Singh Negi	13811	1381	15192
40.	Smt Anita Devi	9348	935	10283
41.	Shri Rajeev Thapa	18876	1888	20764
42.	Shri Vijay Prakash Baluni	9438	944	10382
43.	Shri Jyoti Prasad	17253	1725	18978

INFORMATION PROVIDED
UNDER RTI

WILDLIFE INSTITUTE OF INDIA
CHANDRABANI, DEHRADUN

12

229

NO: A/2-1/2007/WII

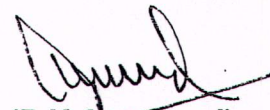
Dated 2nd May, 2011

OFFICE ORDER

Subject: WII Employee Contributory Provident Fund Trust contribution in respect of the contractual engages – reg.

As per the Clause No 14 of terms and conditions for engaging for the persons on contract, the WII Employee Contributory Provident Fund Trust contribution as per the enclosed Annexure –I may please be deducted from the contractual engages in the Institute.

INFORMATION PROVIDED
UNDER RTI


(P.K. Aggarwal)
Administrative Officer

~~Finance Officer~~

 for m.

3/5/11

S.O (AKD) &
S.O (V.G)

WII EMPLOYEE CONTRIBUTORY PROVIDENT FUND TRUST CONTRIBUTION IN RESPECT OF CONTRACTUAL
STAFF

(13)

228

Sr. No.	Name of Contractual engagees	contribution
1	Shri J.S.Kathyat	1,865
2	Shri Virender KSharma	1,534
3	Shri Muthu Veerapan	1,463
4	Shri Mukesh Arora	1,463
5	Smt Shashi Bala	1,327
6	Shri Umed Singh	808
7	Shri Gyanesh Chhiber	1,180
8	Shri Vinay Kumar Sharma	1,062
9	Shri Kuldeep Singh Chauhan	1,038
10	Shri Vinod Verma	1,180
11	Shri Chandan S Aswal	755
12	Shri Govind Singh	1,268
13	Shri Satender Singh Negi	897
14	Shri Govind Singh Aswal	862
15	Shri Santosh	670
16	Shri Sanjay Chowniyal	685
17	Shri Rajeev Thapa	1,180
18	Shri Jyoti Prasad	1,091
19	Shri Bhumesh Bhadouria	1,298
20	Shri Hem Chander	1,298
21	Shri Hari Kishan Gupta	808
22	Shri Rajiv Gupta	1,038
23	Shri V Rajkumar	1,204
24	Shri Neeraj Gupta	1,015
25	Shri Pyar Chand Aswal	808
26	Shri Kamal Verma	755
27	Smt. Shanti Devi Uniyal	656
28	Smt. Anju Rawat	670
29	Smt. Anita Devi	615

INFORMATION PROVIDED
UNDER RTI

Rajni
2.5.11

(14) 224

WII EMPLOYEE CONTRIBUTORY PROVIDENT FUND TRUST CONTRIBUTION IN RESPECT OF CONTRANCTUAL STAFF

Sl. No.	Name of Contractual engagees	Contribution for 2010-2011	10% Increase	contribution
1	Shri J.S.Kathyat	1,695	170	1,865
2	Shri Virender KSharma	1,395	139	1,534
3	Shri Muthu Veerapan	1,330	133	1,463
4	Shri Mukesh Arora	1,330	133	1,463
5	Smt Shashi Bala	1,207	121	1,328
6	Shri Umed Singh	735	73	808
7	Shri Gyanesh Chhiber	1,073	107	1,180
8	Shri Vinay Kumar Sharma	966	97	1,063
9	Shri Kuldeep Singh Chauhan	944	94	1,038
10	Shri Vinod Verma	1,073	107	1,180
11	Shri Chandan S Aswal	686	69	755
12	Shri Govind Singh	1,153	115	1,268
13	Shri Satender Singh Negi	815	82	897
14	Shri Govind Singh Aswal	783	78	861
15	Shri Santosh	609	61	670
16	Shri Sanjay Chowniyal	623	62	685
17	Shri Rajeev Thapa	1,073	107	1,180
18	Shri Jyoti Prasad	992	99	1,091
19	Shri Bhumesb Bhadouria	1,180	118	1,298
20	Shri Hem Chander	1,180	118	1,298
21	Shri Hari Kishan Gupta	735	73	808
22	Shri Rajiv Gupta	944	94	1,038
23	Shri V Rajkumar	1,095	109	1,204
24	Shri Neeraj Gupta	923	92	1,015
25	Shri Pyar Chand Aswal	735	73	808
26	Shri Kamal Verma	686	69	755
27	Smt. Shanti Devi Uniyal	596	60	656
28	Smt. Anju Rawat	609	61	670
29	Smt. Anita Devi	559	56	615

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PROPOSED EMOLUMENTS FOR CONTRACTUAL STAFF FOR 2011-12

Name of Contractual engagees	Emoluments for 2010-2011	10% increase	Proposed emoluments	Budget Head
Shri Rajeev Thapa	17160	1716	18876	UNESCO Project
Dr. Bhumesb Bhadouria	17875	1788	19663	UNESCO Project
Dr. Hem Chander	17875	1788	19663	UNESCO Project
Shri Vijay Prakash Baluni	8580	858	9438	UNESCO Project/DGHC
Shri Jyoti Prasad	15268	1985	17253	ENVIS Project

INFORMATION PROVIDED
UNDER RTI

Para : 2 Additional Staff engaged through contractual man-power

(A) WII has engaged contractual manpower of 48 officials (34 men appointed before 2000/- and 14 after 2,000/-) against the vacant posts of 7 officials (6 Group-B & 1 iGroup-C) without the approval of Ministry of Environment & Forest (MoEF). The services of contractual manpower were engaged in office work on yearly basis with one day break. The pay & allowances given to contractual staff was same as was given to regular employee including payment of Bonus and Medical reimbursement. The monthly Gross payment made to contractual staff ranges between Rs. 7,722/- to 23,266/-. In addition to salary WII is also paying 10% of pay +Grade Pay as WII share of EPF contribution. The WII share of EPF contribution per year works out to Rs. 3.00 lakh. Reasons for payment of pay & allowances at par with the regular staff may be explained . Thus, employing of 48 contractual staff 41 in excess of sanctioned posts without taking the approval of MoEF is irregular. Ex-post facto approval of MoEF in this regard may be obtained to regularize their employment and compliance shown to next audit.

PROPOSED EMOLUMENTS FOR CONTRACTUAL STAFF FOR 2011-12

Sl. No.	Name of Contractual engagees	Emoluments for 2010-2011	13% increase	Proposed emoluments
1	Shri J.S.Kathayat	25593	3327	28920
2	Shri Virender Ksharma	21134	2747	23882
3	Shri Muthu Veerapan	15082	1961	17043
4	Shri Mukesh Arora	20178	2623	22802
5	Smt Shashi Bala	18347	2385	20732
6	Shri Umed Singh	11360	1477	12836
7	Shri Gyanesh Chhiber	16356	2126	18482
8	Shri Vinay Kumar Sharma	14763	1919	16682
9	Shri Kuldeep Singh Chauhan	14552	1892	16444
10	Shri Vinod Verma	16464	2140	18604
11	Shri Chandan S Aswal	10644	1384	12027
12	Shri Govind Singh	17657	2295	19953
13	Shri Satender Singh Negi	12555	1632	14188
14	Shri Govind Singh Aswal	12077	1570	13647
15	Shri Santosh	9353	1216	10569
16	Shri Sanjay Chowhiyal	9438	1227	10665
17	Shri Rajiv Thapa	17160	2231	19391
18	Shri Jyoti Prasad	15268	1985	17253
19	Shri Bhumesh Bhadouria	17875	2324	20199
20	Shri Hem Chander	17875	2324	20199
21	Shri Hari Kishan Gupta	11253	1463	12716
22	Shri Rajiv Gupta	14444	1878	16322
23	Shri V Rajkumar	16782	2182	18963
24	Shri Neeraj Gupta	14125	1836	15961
25	Shri Pyar Chand Aswal	11360	1477	12836
26	Shri Kamal Verma	10644	1384	12027
		392338	51004	443342

INFORMATION PROVIDED
UNDER RTI

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17

Emoluments as on 01.04.2010

Emoluments as on 01.04.2011

Pay	5200	Pay	5430
Grade Pay	2400	Grade Pay	2400
Tpt. Allow	800	Tpt. Allow	800
D.A.	2940	D.A.	4401
HRA	1520	HRA	1566
HCA	400	HCA	400
	13260		14997

Difference 1737
% 13.1018

Signature
Mehra

INFORMATION PROVIDED
UNDER RTI

18

215

~~5200~~
~~2400~~
~~800~~
~~2940~~
~~1520~~
~~400~~
~~13260~~
228

12850
~~1604~~
160442

List of Contractual Staff

(19) 214 215

Sl.No.	Name of Contractual engagees	Budget Heads	Present deployment
1.	Shri J.S.Kathyat	Grant-in-Aid	Computer Cell
2.	Shri Virender Kumar Sharma	Grant-in-Aid	Computer Cell
3.	Shri Muthu Veerapan	Grant-in-Aid	Computer Cell
4.	Shri Mukesh Arora	Grant-in-Aid	Dr. P.K.Malik, Scientist-F
5.	Smt Shashi Bala	Grant-in-Aid	Library
6.	Shri Umed Singh	Grant-in-Aid	Library
7.	Shri Gyanesh Chhiber	Grant-in-Aid	Research Coordinator
8.	Shri Vinay Kumar Sharma	Grant-in-Aid	Dr. Y.V.Jhala, Scientist-F
9.	Shri Kuldeep Singh Chauhan	Grant-in-Aid	AV Cell, Smt Bitapi C. Sinha, Scientist-F
10.	Shri Vinod Verma	Grant-in-Aid	AV Cell, Smt Bitapi C.Sinha, Scientist-F
11.	Shri Chandan Singh Aswal	Grant-in-Aid	AV Cell, Smt Bitapi C.Sinha, Scientist-F
12.	Shri Govind Singh	Grant-in-Aid	Shri AK Bhardwaj, Scientist-F
13.	Shri Rajiv Gupta	Grant-in-Aid	Finance Section
14.	Shri Hari Kishan	Grant-in-Aid	Finance Section
15.	Shri Sanjay Choniya	Forensic Cell	Forensic Cell, Dr. S.P Goyal, Scientist-F
16.	Shri Kamal Verma	Grant-in-Aid	Shri B.C.Choudhury, Scientist-F
17.	Shri Satender Singh Negi	Research project	FTO
18.	Shri Govind Singh Aswal	Grant-in-Aid	FTO
19.	Shri V.Raj Kumar	Grant-in-Aid	AO
20.	Shri Neeraj Gupta	Grant-in-Aid	AO
21.	Shri Pyar Chand Aswal	Grant-in-Aid	AO
22.	Shri Santosh	Grant-in-Aid	Dr. S Satyakumar, Scientist-F
23.	Shri Bhumesh Bhadaroia	WII-UNESCO Project	UNESCO Project Dean FWS
24.	Shri Hem Chander	WII-UNESCO Project	UNESCO Project Dean FWS
25.	Shri Rajeev Thapa	WII-UNESCO Project	UNESCO Project Dean FWS
26.	Shri Jyoti Prasad	WII- UNESCO ENVIS Project	ENVIS Project, Dean FWS

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CONFIDENTIAL

WILDLIFE INSTITUTE OF INDIA
CHANDRABANI, DEHRADUN

NO : A/2-1/2007-WII

Dated 25 February, 2011

OFFICE MEMORANDUM

Subject: Performance Report of the contractual engages for the year 2010-2011 – reg

The contractual engagement of the under mentioned staff is coming to end on 30.03.2011:-

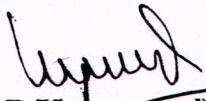
- (i) _____ (ii) _____
(iii) _____ (iv) _____

In case the services of above contractual staff are required beyond 30.03.2011, all the concerned officers under whom above mentioned persons (s) are working, are requested to recommend their case (s) indicating the specific period along with performance report in respect of contractual engage(s) after critically evaluation as well as proper justification for further retention of the contractual engage(s) in sealed cover. In case of contractual engages working in the Research Projects of the Institute the duration of the project may also be intimated.

Further, if no communication is received within the specific date, it would be deemed that further extension is not required.

For this purpose, the above information may be forwarded in the following format to the undersigned latest by 10th March, 2011.

Name	Duties allotted	Evaluation	Justification for further retention	Duration for further retention	Name and duration of project	Remarks
1	2	3	4	5	6	7


(P.K. Aggarwal)

Administrative officer

To

Copy to:-
PA to Director for information.

WILDLIFE INSTITUTE OF INDIA
CHANDRABANI, DEHRADUN

NO: A/2-1/2007/WII

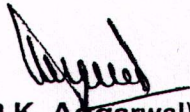
Dated: 21 April, 2010

OFFICE ORDER

Subject: EPF Contribution of the contractual engages – reg.

INFORMATION PROVIDED
UNDER RTI

As per the Clause No 14 of terms and condition for engaging for the persons on contract, the EPF subscription as per the enclosed Annexure – I may please be deducted from the contractual engages in the Institute.


(P.K. Aggarwal)
Administrative Officer

Finance Officer

21/4/10

EPF CONTRIBUTION FOR CONTRANCTUAL STAFF FOR 2010-2011

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Sl. No.	Name of Contractual engagees	E.P.F.s for 2010-2011
1	Shri J.S.Kathyat	1,695
2	Shri Virender KSharma	1,395
3	Shri Muthu Veerapan	1,330
4	Shri Mukesh Arora	1,330
5	Smt Shashi Bala	1,207
6	Shri Umed Singh	735
7	Shri Gyanesh Chhiber	1,073
8	Shri Vinay Kumar Sharma	966
9	Shri Kuldeep Singh Chauhan	944
10	Shri Vinod Verma	1,073
11	Shri Chandan S Aswal	686
12	Shri Govind Singh	1,153
13	Shri Satender Singh Negi	815
14	Shri Govind Singh Aswal	783
15	Shri Santosh	609
16	Shri Sanjay Chowniyal	623
17	Shri Rajiv Thapa	1,073
18	Shri Jyoti Prasad	992
19	Shri Bhumesh Bhadouria	1,180
20	Shri Hem Chander	1,180
21	Shri Hari Kishan Gupta	735
22	Shri Rajiv Gupta	944
23	Shri V Rajkumar	1,095
24	Shri Neeraj Gupta	923
25	Shri Pyar Chand Aswal	735
26	Shri Kamal Verma	686
27	Smt. Shanti Devi Uniyal	596
28	Smt. Anju Rawat	609
29	Smt. Anita Devi	559

INFORMATION PROVIDED
UNDER RTI

Rajw Mehra
2/13

Sl. No.	Name of Contractual employees	Emoluments for 2009-2010	Emoluments for 10% Increase in Emolu.	Emoluments for 2010-2011
✓ 1	Shri J.S.Kathiyat	23,266	2327	25,593
✓ 2	Shri Virender Ksharma	19,213	1921	21,134
✓ 3	Shri Muthu Veerapan	13,711	1371	15,082
✓ 4	Shri Mukesh Arora	18,344	1834	20,178
✓ 5	Smt Shashi Bala	16,679	1668	18,347
✓ 6	Shri Umed Singh	10,327	1033	11,360
✓ 7	Shri Gyanesh Chhiber	14,869	1487	16,356
✓ 8	Shri Vinay Kumar Sharma	13,421	1342	14,763
✓ 9	Shri Kuldeep Singh Chauhan	13,229	1323	14,552
✓ 10	Shri Vinod Verma	14,967	1497	16,464
✓ 11	Shri Chandan S Aswal	9,676	968	10,644
✓ 12	Shri Govind Singh	16,052	1605	17,657
✓ 13	Shri Satender Singh Negi	11,414	1141	12,555
14	Shri Govind Singh Aswal	10,979	1098	12,077
✓ 15	Shri Santosh	8,503	850	9,353
✓ 16	Shri Sanjay Chowhial	8,580	858	9,438
✓ 17	Shri Rajiv Thapa	15,600	1560	17,160
✓ 18	Shri Jyoti Prasad	13,880	1388	15,268
✓ 19	Shri Bhumesh Bhadouria	16,250	1625	17,875
20	Shri Hem Chander	16,250	1625	17,875
✓ 21	Shri Hari Kishan Gupta	10,230	1023	11,253
✓ 22	Shri Rajiv Gupta	13,131	1313	14,444
✓ 23	Shri V Rajkumar	15,256	1526	16,782
✓ 24	Shri Neeraj Gupta	12,841	1284	14,125
✓ 25	Shri Pyar Chand Aswal	10,327	1033	11,360
✓ 26	Shri Kamal Verma	9676	968	10,644

EMOLUMENTS FOR CONTRACTUAL STAFF FOR 2010-2011

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(24) (158)

WILDLIFE INSTITUTE OF INDIA
CHANDRABANI DEHRADUN

No.A/2-1/2007-WII

Dated the 2nd April 2009

Office Order

With reference to his application dated 01.04.2009 and with the approval of the Competent Authority **Shri Gyanesh Chhibber** is hereby engaged at a consolidated emoluments of **Rs. 14,869.00** (Rupees fourteen thousand eight hundred sixty nine only) for a fixed period from 2.4.2009 to 31.03.2010 for the following job:

- (i) To provide assistance in the management of information, records and files pertaining to research projects in the Institute.
- (ii) To maintain data base on all ongoing and completed research projects.
- (iii) To provide assistance in the organization of Annual Research Seminar and TRAC Meetings of the Institute.
- (iv) Any other related work assigned by the controlling officer.

The terms and conditions of the above contractual engagement is enclosed herewith. In case the enclosed terms and conditions is acceptable to him, he is to sign and submit the same as token of his acceptance thereof; failing which this offer will be treated as cancelled and will stand withdrawn automatically. The above amount shall be debited under the budget head of WII-Grant-in-Aid sub-head "**Research Projects**".

This issues with the approval of the Competent Authority.

Shri Gyanesh Chhibber
G-189, Nehru Colony,
Dharampur
Dehradun


(P.K. Aggarwal)
Administrative Officer

Copy to :

1. Dr. K.Sankar, Research Co-ordinator
2. Finance Officer
3. Personal file
4. Guard File

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Emoluments of Contractual Engagees for the year 2009-10

No.	Name & Designation	Consolidated Emoluments 2008	Enhancement @ 30%	Consolidated Emoluments 2009-10
1	Shri. J. S. Kathyat	17897	5369	23266
2	Shri. Virender Kumar Sharma	14779	4434	19213
3	Shri. Mukesh Arora	14111	4233	18344
4	Sh. Rajeev Thapa	12000	3600	15600
5	Dr. Bhumesh Bhadoria	12500	3750	16250
6	Smt. Sashi Bala	12830	3849	16679
7	Shri. Govind Singh	12348	3704	16052
8	Shri. Jyoti Prasad	10677	3203	13880
9	Shri. V. Rajkumar	11735	3521	15256
10	Shri. Vinod Verma	11513	3454	14967
11	Shri. Gyanesh Chhibb	11438	3431	14869
12	Shri. Muthu Veerapan	10547	3164	13711
13	Shri. Vinay Kumar Sharma	10324	3097	13421
14	Shri. Kuldeep Singh Chauhan	10176	3053	13229
15	Shri. Rajiv Gupta	10101	3030	13131
16	Shri. Neeraj Gupta	9878	2963	12841
17	Shri. Satender Singh Negi	8780	2634	11414
18	Shri. Govind Singh Aswal	8445	2534	10979
19	Shri. Pyar Chand Aswal	7944	2383	10327
20	Shri. Umed Singh	7944	2383	10327
21	Shri. Hari Kishan	7869	2361	10230
22	Shri. Chandan Singh Aswal	7443	2233	9676
23	Shri. Kamal Verma	7443	2233	9676
24	Shri Sanjay Chauniyal	6600	1980	8580

INFORMATION PROVIDED
UNDER RTI

Prepared by
1. 1. 1.

Dr. Nello

WILDLIFE INSTITUTE OF INDIA
CHANDRABANI, DEHRADUN

NO : A/2-1/2009/WII

Dated 27th January 2009

OFFICE ORDER

Subject: EPF Contribution of the contractual engage – reg.

As per the Clause No 13 of terms and conditions for engaging for the persons on contract, the EPF subscription as per the enclosed Annexure –I may please be deducted from the contractual engages in the Institute.

Finance Officer

INFORMATION PROVIDED
UNDER RTI

(P.K. Aggarwal)
Administrative Officer

27/1/09

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(27)

Annexure -I

EPF Subscription of the Contractual Staff for the year 2009

Ser No	Name	EPF Subscription
1	Shri J.S. Kathyat	1185
2	Shri Virender Kumar Sharma	975
3	Shri Mukesh Arora	930
4	Shri Muthu Veerapan	690
5	Smt Shashi Bala	844
6	Shri Gyanesh Chhibber	750
7	Shri V Raj Kumar	765
8	Shri Kuldeep Singh Chauhan	660
9	Shri Neeraj Gupta	645
10	Shri Rajiv Gupta	660
11	Shri Govind Singh	806
12	Shri Vinay Kumar Sharma	675
13	Shri Vinod Verma	750
14	Shri Hari Kishan	514
15	Shri Umed Singh	514
16	Shri Pyar Chand Aswal	514
17	Shri satender Singh Negi	570
18	Shri Govind Singh Aswal	548
19	Shri Kamal Verma	480
20	Shri Sanjay Chauniyal	435
21	Shri Santosh	426
22	Shri Chandan Singh Aswal	480
23	Smt Shanti Devi Uniyal	417
24	Smt Anju Rawat	426
25	Smt Anita Devi	391

INFORMATION PROVIDED
UNDER RTI

Verified from previous year record.

P. K. Singh
27-1-09

26. Bhoomesh Bhadoria 825/-

27. Rajeev Thapa 750/-

28. Sh. Tejoti Prasad 694/-

Break-up of Emoluments of Pay of Contractual Employees for the year 2009

Sl. No.	Name & Designation	Pay Scale	Basic Pay for 2008	Rate of Increment	Basic Pay for 2009	Pay Band	Grade Pay	Basic Pay (6 CPC)	TPT	HRA @ 20%	DA @ 16% (6+7+9)	CH: A	Consolidated Emoluments 2009	Consolidated Emoluments 2008	Difference
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
1	Shri. J. S. Kathiyat Database Manager ✓	6500-200-10500	7900	200	8100	15070	4200	19270	800	3854	3211	480	27615	17897	9718
2	Shri. Viender Kumar Sharma Computer Personnel ✓	5000-150-8000	6500	150	6650	12370	4200	16570	800	3314	2779	480	23943	14779	9164
3	Shri. Mukesh Arora Computer Personnel ✓	5000-150-8000	6200	150	6350	11820	4200	16020	800	3204	2691	480	23195	14111	9084
4	Sh. Rajeev Thapa Project Assistant	12000 consolidated	5000	150	5150	9500	4200	13780	800	2756	2333	480	20149	12000	8149
5	Smt. Sashi Bala Library Personnel ✓	4500-125-7000	5625	125	5750	10700	2800	13500	800	2700	2288	430	19768	12830	6938
6	Shri. Govind Singh Secretarial Assistant ✓	4500-125-7000	5375	125	5500	10230	2800	13030	800	2606	2213	460	19129	12348	6781
7	Shri. Jyoti Prasad Project Assistant	4500-125-7000	4625	125	4750	9840	2800	11640	800	2328	1990	480	17238	10677	6561
8	Shri. V. Rajkumar Stenographer ✓	4000-100-6000	5100	100	5200	9880	2400	12080	800	2416	2061	430	17837	11735	6102
9	Shri. Vinod Verma Jr. A.V. Tech. ✓	4000-100-6000	5000	100	5100	9500	2400	11890	800	2378	2030	430	17578	11513	6065
10	Shri. Gyanesh Chhibber Secretarial Assistant ✓	4000-100-6000	5000	100	5100	9490	2400	11890	800	2378	2030	430	17578	11438	6140
11	Shri. Muthu Veerapan Computer Assistant ✓	4000-100-6000	4600	100	4700	8750	2400	11150	800	2230	1912	430	16572	10547	6025
12	Shri. Vinay Kumar Sharma Secretarial Assistant ✓	4000-100-6000	4500	100	4600	8560	2400	10960	800	2192	1882	430	16314	10324	5990
13	Shri. Kuldeep Singh Chauhan Secretarial Assistant ✓	4000-100-6000	4400	100	4500	8370	2400	10770	800	2154	1851	430	16055	10176	5879
14	Shri. Rajiv Gupta Assistant Accountant ✓	4000-100-6000	4400	100	4500	8370	2400	10770	800	2154	1851	430	16055	10101	5954
15	Shri. Neeraj Gupta Secretarial Assistant ✓	4000-100-6000	4300	100	4400	8190	2400	10590	600	2118	1822	430	15810	9878	5932
16	Shri. Satender Singh Negi Driver ✓	3050-75-3950-80-4590	3600	75	3675	7210	1900	9110	400	1822	1522	430	13334	8760	4554
17	Shri. Govind Singh Aswal Driver ✓	3050-75-3950-80-4590	3650	75	3725	6930	1900	8830	400	1766	1477	430	12953	8445	4508
18	Shri. Pyar Chand Aswal L.D.C. ✓	3050-75-3950-80-4590	3425	75	3500	6510	1900	8410	400	1682	1410	430	12382	7944	4438
19	Shri. Umed Singh L.D.C. ✓	3050-75-3950-80-4590	3425	75	3500	6510	1900	8410	400	1682	1410	430	12382	7944	4438
20	Shri. Hari Kishan L.D.C. ✓	3050-75-3950-80-4590	3425	75	3500	6510	1900	8410	400	1682	1410	430	12382	7969	4513
21	Shri. Chandan Singh Aswal Attendant ✓	2550-55-2660-60-3200	3200	60	3260	6070	1300	7370	400	1474	1243	430	10967	7443	3524
22	Shri. Kamal Verma Attendant ✓	2550-55-2660-60-3200	3200	60	3260	6070	1300	7370	400	1474	1243	430	10967	7443	3524
23	Shri. Sanjay Chauniyal Lab. Attendant ✓	2550-55-2660-60-3200	2900	60	2960	5700	1800	7500	400	1500	1264	430	11144	6600	4544
24	Shri. Santosh Attendant ✓	2550-55-2660-60-3200	2840	60	2900	5400	1300	6700	400	1340	1136	430	10056	6541	3515
25	Smt. Anju Rawat Attendant ✓	2550-55-2660-60-3200	2840	60	2900	5400	1300	6700	400	1340	1136	430	10056	5830	4226
26	Smt. Santi Devi Uniyal Attendant ✓	2550-55-2660-60-3200	2780	60	2840	5200	1300	6500	400	0	1118	430	8588	5780	2808
27	Smt. Anita Devi Peon ✓	2550-55-2660-60-3200	2600	60	2660	5000	1300	6250	400	1250	1064	430	9444	5225	4219
													419492	266198	153294

INFORMATION PROVIDED UNDER RTI

Data Processed by
K. K. Singh

Rajw Mehla

6466

6094

5943

Break-up of Emoluments of Pay of Contractual Engagees (Ex-Servicemen) for the year 2009

S. No.	Name & Designation	Pay Scale	Basic pay for 2008	Rate of Increment	Basic Pay for 2009
1	2		3	4	5
1	Shri. K. S. Thapa Secretarial Assistant	4000-100-6000	5300	100	5400
2	Shri. A. S. Negi U.D.C.	4000-100-6000	4600	100	4700
3	Shri. Prem Bhadur Thapa Clerk	3050-75-3950-80-4590	3200	75	3275
4	Shri. Girdhar Thapa Clerk	3050-75-3950-80-4590	3200	75	3275
5	Shri. Praveen K. Thakur Clerk	3050-75-3950-80-4590	3200	75	3275
6	Shri Mahender Singh Clerk	3050-75-3950-80-4590	3125	75	3200
7	Shri Madan Lal Clerk	3050-75-3950-80-4590	3125	75	3200
8	Shri Inderjeet Thapa Clerk	3050-75-3950-80-4590	3125	75	3200
9	Shri. B. B. Thapa Driver	3050-75-3950-80-4590	4110	80	4190
10	Shri. Mohan Singh Driver	3050-75-3950-80-4590	3950	80	4030
11	Shri. Udai Singh Rawat Driver	3050-75-3950-80-4590	3875	75	3950

Pay Band	Grade Pay	Basic Pay (6 CPC)
6	7	8
10050	2400	12450
8750	2400	11150
6100	1900	8000
6100	1900	8000
6100	1900	8000
6060	1900	7960
6060	1900	7960
6060	1900	7960
7800	1900	9700
7500	1900	9400
7350	1900	9250

TPT	DA @ 16% (6+7+9)	HRA @ 20%	CHCA
9	10	11	12
800	2120	2490	480
800	1912	2230	480
400	1344	1600	480
400	1344	1600	480
400	1344	1600	480
400	1338	1592	480
400	1338	1592	480
400	1338	1592	480
800	1680	1940	480
800	1632	1880	480
800	1544	1850	480

Consolidated Emoluments 2009	Consolidated Emoluments 2008	Difference
13	14	15
18340	12106	6234
16572	10547	6025
11824	7368	4456
11824	7368	4456
11824	7368	4456
11770	7201	4569
11770	7276	4494
11770	7201	4569
14600	9519	5081
14192	9114	5078
13524	8947	4577
148022	94029	54009

Date processed by
S. Deepak Gupta

S. Raju Mehta

INFORMATION PROVIDED
UNDER RTI

WILDLIFE INSTITUTE OF INDIA
POST BOX NO. 18
CHANDRABANI, DEHRADUN

(14)

30

No. A/2-1/2007-WII

Dated 2nd January 2008

OFFICE NOTE

Sub.: EPF Contribution of the contractual engages: reg.

As per Clause No. 13 of Terms and Conditions for engaging for the persons on contract, the EPF subscriptions as per the enclosed Annexure may be deducted from the contractual engages engaged in the Institute.

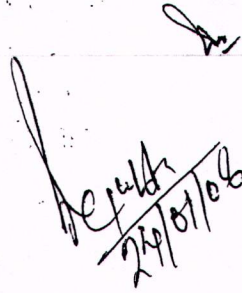
INFORMATION PROVIDED
UNDER RTI



(P.K. Aggarwal)
Administrative Officer

Encl.: As stated.

Finance Officer


24/01/08

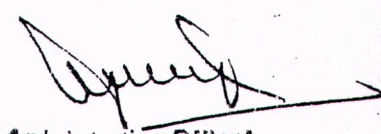
EPF Subscription of the Contractual Staff for the year 2008

(23)

Sl. No.	Name & Designation	EPF Subscription
1	Shri. J. S. Kathyat, Database Manager	1185
2	Shri. Virender Kumar Sharma, Computer Personnel	975
3	Shri. Mukesh Arora, Computer Personnel	930
4	Smt. Sashi Bala, Library Personnel	844
5	Shri. Govind Singh, Secretarial Assistant	806
6	Shri. V. Rajkumar, Stenographer	765
7	Shri. Vinod Verma, Jr. A.V. Tech.	750
8	Shri. Gyanesh Chhibber, Secretarial Assistant	750
9	Shri. Praveen Kumar Tomar, Project Assistant	750
10	Shri. Rajeev Thapa, Project Assistant	750
11	Shri. Jyoti Prasad, Project Assistant	694
12	Shri. Muthu Veerapan, Computer Assistant	690
13	Shri. Vinay Kumar Sharma, Secretarial Assistant	675
14	Shri. Kuldeep Singh Chauhan, Secretarial Assistant	660
15	Shri. Rajiv Gupta, Assistant Accountant	660
16	Shri. Neeraj Gupta, Secretarial Assistant	645
17	Shri. Satender Singh Negi, Driver	570
18	Shri. Govind Singh Aswal, Driver	548
19	Shri. Pyar Chand Aswal, L.D.C	514
20	Shri. Umed Singh, L.D.C.	514
21	Shri. Hari Kishan, L.D.C.	514
22	Shri. Chandan Singh Aswal, Attendant	480
23	Shri. Kamal Verma, Attendant	480
24	Shri. Bhag Chand, Cook/Bearer	480
25	Shri Sanjay Chauniyal, Lab. Attendant	435
26	Shri. Santosh, Attendant	426

(31)

INFORMATION PROVIDED
UNDER RTI



Administrative Officer,
Bhadrachalam District Milk Producers' Cooperative Societies Union Ltd.

EPF Subscription of the Contractual Staff for the year 2008

Sl. No.	Name & Designation	EPF Subscription
1	Smt. Anju Rawat, <i>Attendant</i>	426
2	Smt. Shanti Devi Uniyal, <i>Attendant</i>	417
3	Smt. Anita Devi, <i>Peon</i>	391

INFORMATION PROVIDED
UNDER RTI

[Signature]
Total Staff for the Office,
National Institute of Education,
Gurgaon, Haryana.

Break-up of Emoluments of Pay of Contractual Engages for the year 2008

Sl. No.	Name & Designation	Basic pay for 2007	Rate of increment for 2008	Basic Pay for 2008	D.P	Pay plus DA	DA 41%	HRA 7.50%	CHCA	Tpt. Allow	G. Total	EPF Subs.
1	Shri. J. S. Kathyat Database Manager	7700	200	7900	3950	11850	4859	889		300	17897	1185
2	Shri. Virender Kumar Sharma Computer Personnel	6350	150	6500	3250	9750	3998	731		300	14779	975
3	Shri. Mukesh Arora Computer Personnel	6050	150	6200	3100	9300	3813	698		300	14111	930
4	Smt. Sashi Bala Library Personnel	5500	125	5625	2813	8438	3459	633		300	12830	844
5	Shri. Govind Singh Secretarial Assistant	5250	125	5375	2688	8063	3306	605		300	12348	806
6	Shri. V. Rajkumar Stenographer	5000	100	5100	2550	7650	3137	574		300	11735	765
7	Shri. Vinod Verma Jr. A.V. Tech.	4900	100	5000	2500	7500	3075	563		300	11513	750
8	Shri. Gyanesh Chhibber Secretarial Assistant	4500	100	5000	2500	7500	3075	563		300	11438	750
9	Shri. Praveen Kumar Tomar Project Assistant	4750	125	4875	2438	7313	2998	548		300	11234	731
10	Shri. Rajeev Thapa Project Assistant	4750	125	4875	2438	7313	2998	548		300	11234	731
11	Shri. Jyoti Prasad Project Assistant	4500	125	4625	2313	6938	2844	520		300	10677	694
12	Shri. Muthu Veerapan Computer Assistant	4500	100	4600	2300	6900	2829	518		300	10547	690
13	Shri. Vinay Kumar Sharma Secretarial Assistant	4400	100	4500	2250	6750	2768	506		300	10324	675
14	Shri. Kuldeep Singh Chauhan Secretarial Assistant	4300	100	4400	2200	6600	2706	495		300	10176	660
15	Shri. Rajiv Gupta Assistant Accountant	4300	100	4400	2200	6600	2706	495		300	10101	660
16	Shri. Neeraj Gupta Secretarial Assistant	4200	100	4300	2150	6450	2645	484		300	9878	645

INFORMATION PROVIDED
UNDER RTI

23

17	Shri. Satender Singh Negi	Driver	3725	75	3800	1900	5700	2337	428	240	75	8780	570
18	Shri. Govind Singh Aswal	Driver	3575	75	3650	1825	5475	2245	411	240	75	8445	548
19	Shri. Pyar Chand Aswal	L.D.C	3350	75	3425	1713	5138	2106	385	240	75	7944	514
20	Shri. Umed Singh	L.D.C.	3350	75	3425	1713	5138	2106	385	240	75	7944	514
21	Shri. Hari Kishan	L.D.C.	3350	75	3425	1713	5138	2106	385	240	0	7869	514
22	Shri. Chandan Singh Aswal	Attendant	3140	60	3200	1600	4800	1968	360	240	75	7443	480
23	Shri. Kamal Verma	Attendant	3140	60	3200	1600	4800	1968	360	240	75	7443	480
24	Shri. Bhag Chand	Cook/Bearer	140	60	3200	1600	4800	1968	0	240	0	7008	480
25	Shri Sanjay Chauniyal	Lab. Attendant	2840	60	2900	1450	4350	1784	326	140	0	6600	435
26	Shri. Santosh	Attendant	2780	60	2840	1420	4260	1747	320	140	75	6541	426

INFORMATION PROVIDED
UNDER RTI

24

The E.P.F contribution in respect contractual engages is being contributed then ex-Service men. In this connection a list is being sent to F.O. for needful.

Lajw

29.1.07

DFA placed for rip. hl.

As Upad
29/1/07

RM

**INFORMATION PROVIDED
UNDER RTI**

Contractual engagement in respect of the following are being expired on 31-3-2007 vide office Memo No 4/2-1/2003 dt 2 January 2007 (P/429 & 430):-

(a) Shri S.B.S. Sajwan, Accountant is engaged in the USDA Forest Service Project, W.I.I.

(b) Shri Jagdish Prasad Nawani, engaged as a driver in the W.I.I - Himalayan Biodiversity Project, Ladakh, W.I.I. Dehra Dun.

If their contractual engagement are not extended. "No dues" may be asked from the individual concerned. Submitted for further order please.

CP
2013

San R. Acharya. As the project tenure in respect of Shri SBS Sajwan and Sh. Jagdish Prasad is upto 31st March 2007 and accordingly

F.P.P.

31st March 2007.

Further, both the officials may be asked to submit N.D.C; if their project not extended for further period.

Saja
20/3
A.O.

INFORMATION PROVIDED
UNDER RTI

The present contractual engagement of Sh. S.B.S. Sajwan, Acctt. in USDA Forest Service Project and Sh. Jagdish Prasad Nandan, Driver in WII-Kinmalayan Biodiversity Project is upto 31-3-2007.

Kindly advise further action.

Hoo (on cur)

Dean, AOS

Agreed.
21-3-07

The matter will be discussed with Hoo & Dr. P. K. Mathur on 26/3/07 at 4 pm. Pls inform them

Meth
21/3/07

Am/Dean

Agreed
23/3/07

Dr. P.K. Mathur, I noted
S. J. Mathur, I noted

4095/07
21/3/07

3. The emolument should be fixed in the scale of pay prescribed for similar nature of work for permanent position. It should not exceed the maximum of that scale in any case unless a fresh contractual engagement is required for a different nature of work having higher scale (not justified).

4. Necessary followup action for engagement may accordingly be taken.

29/11/06
 H. S. D. S.
 29/11/06
 INFORMATION PROVIDED
 UNDER RTI
 Re put up

29/11/06
 H. S. D. S.

The copies of G-13 order authorizing Director to go for contractual engagement is placed at 369/c and 370/c.

- (6) The cases pertaining to engagement under Grant-in-aid, Projects and comparative growth will be dealt in separate files.
- (c) As per the above directives the emoluments of all the employees fixed in the scale of pay as prescribed for similar nature of permanent position. The details are available at 374/c to 376/c the Break-up of emoluments

4.1.1

- 7 -

as worked out is at Annexure II
(vide 377/c to 379/c). The same way
be approved. The fresh engagements
will be made from 2.1.2007 to 31-12-2007
in all cases, except sl. No. 37 & 38 for
which the engagement will be from 3.1.2007 to
31.12.2007 by giving one day break on 2.1.2007.

Submitted for approval pl.

INFORMATION PROVIDED
UNDER RTI

30/12/06

A.O.

The above proposal may please be
approved. The fresh contractual engagements
emoluments in scale of pay is given at
column No. 9 at page 379/c to 374/c.

For approval please.

30/12/06

H.O. Pkmb

2/1/07

2/1/07
Affirmed

Fresh contractual offer placed
for approval sig. pl.

2.1.7

A.O.

2/1/07

NOTING N1/N to N 67/N - FUM.

A/2-1/2007/W1,

Total
Pages 67

A number of staff have been engaged on contract in various projects/establishments of the Institute, funded by Projects/Institute under grant-in-aid. The list of the staff engaged by the Institute are placed at P/162. The name of Nodal Officers/Sectional Heads/Projects Heads under which the contractual staff are working is given at Page 1 & 2. The present period of all the contractual staff is upto 31.12.2007.

Every year the performance report is obtained from their concerned Nodal Officer/ Sectional Heads for consideration for further extension for the next year. Therefore we may ask from all officer concerned in-charge to submit the performance report for the year 2007 in respect of contractual staff working under them within a period 15 days. A draft circular is placed for consideration and approval please.

21/11

Shri. R. Arora

The period of Contractual engagement in respect of staff engaged on contract vide P.No. 1/C to 2/C is coming to end on 31.12.2007.

We may ask their Controlling officers to give their performance report and then fresh engagement may be considered.

In this connection draft OM for calling their performance report is placed for approval pl.

Arora
26.11.2007

INFORMATION PROVIDED
ATTESTED UNDER RTI

CPIO, Wild Life Institute of India, Dehradun

Arora
27/12/07

For approval please

Arora
27/12/07

Pl. issue

Arora
27/12/07

IMW

From Prc. Page

Performance report of Contractual ~~Staff~~ Staff for the year 2007 have been obtained from their controlling officer. The performance report are available in enclosed file.

The performance report of Shri Govind Singh, Secretarial Assistant has not been received so far.

Submitted please.

P
15/12

Sm PK Mukherjee *[Signature]* 19/12/07

Ao

INFORMATION PROVIDED
UNDER RTI

Dated: 19.12.2007

The Institute has engaged contractual staff at various levels to carry out its activities through the existing arrangements of contractual staff.

The Institute is engaging contractual staff on yearly basis and depending upon the requirement and duration of various projects as well as through grant in aid. The following is the list of contractual staff engaged by the Institute during the year 2007:

Sl. No.	Name & Designation of contractual engagees	Budget Head	Present deployment
1	Shri J.S.Kathyat, Database Manager ✓	Grant-in-Aid	Computer Cell
2	Shri Virender Kuamr Sharma, Computer Personnel ✓	Grant-in-Aid	Computer Cell
3	Shri Mukesh Arora, Computer Personnel ✓	Grant-in-Aid	Dr. P.K. Malik, HoD WL Health Deptt.
4	Smt Shashi Bala, Library Personnel ✓	Grant-in-Aid	Library
5	Shri Govind Singh, Secretarial Assistant ✓	Grant-in-Aid	Shri A.K. Bhardwaj, HoD, PAN WLM & CE Deptt.
6	Shri V.Raj Kumar, Administrative Assistant-Cum-Stenographer ✓	Grant-in-Aid	Administration
7	Shri Vinod Verma, Jr. A.V. Tech ✓	Grant-in-Aid	AV Cell

Sl. No.	Name & Designation of contractual engagees	Budget Head	Present deployment
8	Shri Gyanesh Chhiber, Secretarial Assistant ✓	WII-Research Project	Research Coordinator
9	Shri Praveen Kumar Tomar, Project Assistant ✓	WII-EIA Cell	E.I.A. Cell
10	Shri Rajeev Thapa Project Assistant ✓	WII-UNESCO Project	UNESCO Project Dr. V.B. Mathur, NO
11	Shri Jyoti Prasad Project Assistant ✓	WII-ENVIS Project	ENVIS Project Dr. V.B. Mathur, NO
12	Shri Shri Muthu Veerapan Computer Assisatant ✓	Grant-in-Aid	Comptuer Cell
13	Shri Vinay Kumar Sharma, Secretarial Assistant ✓	Grant-in-Aid	Dr.Y.V. Jhala, Scientist-F
14	Shri Kuldeep Singh Chauhan, Assistant ✓	Grant-in-Aid	AV Cell
15	Shri Rajiv Gupta, Assistant Accountant ✓	Grant-in-Aid	Finance Section
16	Shri Neeraj Gupta, Secretarial Assistant ✓	Grant-in-Aid	Adminsitration
17	Shri Satender Singh Negi, Driver ✓	Research Project	F.T.O
18	Shri Govind Singh Aswal, Driver ✓	Grant-in-Aid	F.T.O
19	Shri Pyar Chand Aswal, LDC	Grant-in-Aid	Adminsitration
20	Shri Umed Singh, LDC ✓	Grant-in-Aid	Library
21	Shri Hari Kishan, LDC ✓	Grant-in-Aid	Finance Section
22	Shri Chandan Singh Aswal, Attendant ✓	Grant-in-Aid	AV Cell
23	Shri Kamal Verma, Attendant ✓	Grant-in-Aid	Shri B.C. Choudhury, ESM Deptt.
24	Shri Bhag Chand, Cook/Bearer	Grant-in-Aid	WII Guest House
25	Shri Sanjay Choniya, Lab Attendant ✓	Forensic Cell	Forensic Cell
26	Shri Santosh, Attendant ✓	Grant-in-Aid	HoD, ESM Deptt. & other faculty in teaching block

The performance report for the year 2007 and the requirement for the year 2008 was asked from all concerned faculty incharge/nodal officer where the staff has been deployed. All of them have given their performance report and need for the next year (2008) which are placed in the separate linked file.

The following proposal is submitted for consideration of the competent authority:

- (1) Fresh engagement of the above staff on contract basis for a period of one year w.e.f. 2.1.2008 after giving a one day break on 1.1.2008 as per practice being followed.

INFORMATION PROVIDED
UNDER RTI

- (2) Enhancement in contractual emoluments after adding the equivalent amount of one increment and present DA as applicable as on date, as per practice being followed. The present consolidate emoluments being drawn by the above contractual staff and the proposed emoluments for the year 2008 after adding the increment and DA is given at page 28/c for consideration and approval.
- (3) EPF subscription as per rules in case of all the above contractual engagees for the year 2008 shall be made.
- (4) Vide application dated 17.12.2007 (page 25/c) the contractual staff has requested for enhancement of medical reimbursement from Rs.5,000/- to Rs.10,000/- to cover petty medical expenses and also to cover for medical insurance policy. At present a sum of Rs.5,000/- annually is being paid to each contractual employee including their family members to cover the medical treatment. As per remarks of the Director, Will at page 25/c, this issue shall be discussed with Will Legal Retainer and a proposal shall be submitted accordingly. In the mean time it is proposed that the amount of Rs.5,000/- annual may be continued to cover the medical facilities as being made as on date.

Submitted for consideration and approval please.

A.O. *[Signature]*
20/11/07

Regd. *[Signature]*
20/11/07

INFORMATION PROVIDED
UNDER RTI

[Signature]
(P.K. Mukherjee)
Assistant Grade II 19/12/07

D.10/11 Approved. On 'x' decision on enhancement shall be taken after the consultation with legal retainer. Till then Rs 5000/- limit shall operate.
11/11/08

- 5 -

Pl. refer to the approval of D/W II
regarding engagement of contract staff for 2008.
In this connection draft office order placed
for approval / sig. H.

Raju
2.1.08

~~AC~~

As issue:

[Signature]
21/1/08

RM

INFORMATION PROVIDED
UNDER RTI

Dated: 26.2.2008

Kindly see noting at page 4/n item No. (4) regarding enhancement of medical reimbursement from Rs.5,000/- to Rs.10,000/- to cover petty medical expenses and also to cover for medical insurance policy. Presently a sum of Rs.5,000/- annually is being paid to each contractual engagees including their dependents.

The issue for enhancement of medical reimbursement was taken up with the Institute's Legal Retainer vide our letter dated 26.12.2007 (page 36/c). The Legal Retainer vide his letter dated 7.1.2008 (page 37/c) has opined that the matter is purely discretionary at the level of the Institute Management. There are no legal provisions applicable upon the Institute governing this matter.

In the opinion of the Legal Retainer, it is opined that the request for enhancement of amount of medical reimbursement can be considered by the Institute. However, the request for being insured under the Insurance Plan as applicable to researchers of the Institute should be considered carefully.

PTD

6

In view of the above it is proposed that:

- (i) The amount of medical reimbursement from Rs.5,000/- to Rs.10,000/- annually to the contractual engagee may be enhanced.
- (ii) The contractual employee may be advised to have a health insurance plan as per their choice under intimation to the Institute. The payment would be reimbursed to the individual after submission of a copy of the insurance plan/premium receipt and the amount will be adjusted against a total amount of Rs.10,000/- to be paid for medical reimbursement.

For consideration please.

INFORMATION PROVIDED
UNDER RTI

[Signature]
AO

✓ I.A.O

The enhancement of medical reimbursement to contractual staff may be considered from Rs. 5,000.00 to Rs. 10,000.00 by the Competent Authority.

2. As regards insurance coverage, keeping in view of the opinion of Institute's Legal Retainer, it is considered the Institute may not cover the contractual employees under the Insurance Plan as applicable to the researchers. However, they may be advised to opt for any health insurance plan as per their choice subject to the reimbursement of premium amount not exceeding the ceiling limit so fixed during their contractual period which is upto 31st December 2008. The reimbursement of the insurance premium and medical reimbursement for them and their family members through Institute's approved medical practitioners shall be within the ceiling limit.

3. Submitted for consideration please.

[Signature]
7/2/08
Internal Audit Officer

Registrar, WII

Please plv the authority under which the limit of medical reimbursement to contractual employees and their family members / dependents was fixed at Rs. 5000/-

Pl. put up.

RM

Head of Office
Research U. No. 785
Date 7.3.08...

bx

A-8

[Signature]
8/2/08

[Signature]
5/3/08

From Previous Page:->

Please refer to the query of Registrar vide
x' at G/N. In this connection a proposal was
moved in separate file (extract copy of Note
is placed vide 78/c to 75/c) vide para 9 (P. 77/c)
that- instead of medical Insurance policy the medical
reimbursement (cost of consultation + cost of medicines)
subject to an overall ceiling of Rs. 5000/- in a
year on submission of duly certified bills will be
paid to him and later on this facility will be
extended for family members.

INFORMATION PROVIDED
UNDER RTI A.O.

Sain
1-4-2008

Agund
2/4/08

Registrar

submitted for consideration

[Signature]
3/4/08

220-
04/4/08
4/4/08
1062

D. Will It is clear from legal retainer
advise that Institute should not provide
Insurance cover. With regard to
enhancement to of cover to Rs 10,000.
we may discuss. Pl. calculate total
financial burden as on date per present
strength. Discuss with these details.
[Signature]

(8)

From Pre-page

Dated: 1.5.2008

Kindly see the remarks of DWII at page 7/n regarding financial burden for enhancement of medical reimbursement to contractual staff of the Institute.

At present the medical reimbursement @ Rs.5,000/- per month is being paid to 27 contractual staff as per details provided at page 79 to 80/c. The summary is as below:

(i)	24 Nos. from Grant in Aid @ Rs.5,000/- annually	-	12,000/-
(ii)	03 Nos. from various projects -do-	-	1,500/-

	Total	-	13,500/-

INFORMATION PROVIDED
UNDER RTI

If the medical reimbursement is enhanced from Rs.5,000/- to Rs.10,000/-, the additional burden would be Rs.13,500/- on grant in aid and on projects as mentioned above.

We may consider the enhancement of medical reimbursement to Rs.10,000/- annually to the contractual staff.

[Signature]
AO

Registrar

Details plv as requested

[Signature]
11/5/08

2/15/08
2/15/08

'X' How the burden would be so small? Pl. explain
[Signature] 29/5

It was calculation mistake. Net burden on enhancement of medical reimbursement works out to Rs. 1,35,000/- annually.

For consideration & approval please.

Registrar

[Signature] 21/6/08

[Signature]
6/11

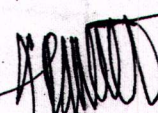
[Signature] Please discuss. 10/6
Roodin

Head of Office
Deson/Intn/NO... 14/18
Date 9/6
-376-

(9)


Discussed. No facility of providing medical reimbursement to an extent of Rs. 500/- per year to the contractual staff was provided from January 2004 onwards. It is 4½ years since then and there has been no enhancement in the amount. Hence enhancement as deemed appropriate may kindly be considered.

INFORMATION PROVIDED
UNDER RTI


18/6/08

Head of Office
Despatch/D.No. 1577
Dated 19/6/08

Dr. Will Keeping in view the fact that these rates are 4½ years old, we may go in for an enhancement of Rs 2500. The total amount admissible would be Rs 7500/- This would take effect from date of issue of order.



8/7/08

~~Registrar~~

for necessary action

Head of Office
Despatch/D.No. 1612
Dated 4/7/08



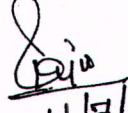

5/7/08

Pl. issue order.


8/7/08

Draft O.O. placed vide 81/C for approval pl.

~~A.O.~~


11/7/08

kindly see the draft order before
issue. (P-81/5).

Agreed
11.7.08

1.A.O

Dr. H. S.
14/7

A.O

Agreed
14/7/08

INFORMATION PROVIDED
UNDER RTI

The Institute has engaged contractual staff at various levels to carry out its activities through the existing arrangements of contractual staff.

The list of the staff engaged by the Institute are as under. The name of Nodal Officers/Sectional Heads/Projects Heads under which the contractual staff are working are against their names. The present period of all the contractual staff is upto 31.12.2008.

Every year the performance report is obtained from their concerned Nodal Officer/Sectional Heads for consideration for further extension for the next year. Therefore we may ask from all concerned-in-charge to submit the performance report for the year 2008 in respect of contractual staff working under them within a period of 15 days. A draft circular is placed for consideration and approval please.

Sl. No	Name and Designation of contractual engagees	Budget Heads	Present deployment
1	Shri J.S.Kathyat, Database Manager	Grant-in-Aid	Computer Cell ✓
2	Shri Virender Kumar Sharma, Computer Personnel	Grant-in-Aid	Computer Cell ✓
3	Shri Muthu Veerapan, Computer Assistant	Grant-in-Aid	Computer Cell ✓
4	Shri Mukesh Arora, Project Assistant	Grant-in-Aid	Dr. P.K.Malik, Scientist-F ✓
5	Smt Shashi Bala, Library Personnel	Grant-in-Aid	Library ✓
6	Shri Umed Singh, LDC	Grant-in-Aid	Library ✓
7	Shri Rajeev Thapa, Project Assistant	WII-UNESCO Project	UNESCO Project Dean FWS ✓
8	Shri Jyoti Prasad, Project Assistant	WII-ENVIS Project	ENVIS Project, Dean FWS ✓
9	Shri Gyanesh Chhiber, Secretarial Assistant	Grant-in-Aid	Research Coordinator ✓
10	Shri Praveen Kumar Tomar, Project Assistant	WII-IEIA Cell	E.I.A Cell, Dr, Asha Rajvanshee, Scientist-F ✓
11	Shri Vinay Kumar Sharma, Secretarial Assistant	Grant-in-Aid	Dr. Y.V.Jhala, Scientist-F ✓
12	Shri Kuldeep Singh Chauhan, Secretarial Assistant	Grant-in-Aid	AV Cell, Smt Bitapi C. Sinha, Scientist-F ✓
13	Shri Vinod Verma, Jr.A.V. Tech	Grant-in-Aid	AV Cell, Smt Bitapi C.Sinha, Scientist-F ✓
14	Shri Chandan Singh Aswal, Attendant	Grant-in-Aid	AV Cell, Smt Bitapi C.Sinha, Scientist-F ✓
15	Shri Govind Singh, Secretarial Assistant	Grant-in-Aid	Shri AK Bhardwaj, Scientist-F ✓

Sl. No	Name and Designation of contractual engagees	Budget Heads	Present deployment
16	Shri Rajiv Gupta, Assistant Accountant	Grant-in-Aid	Finance Section
17	Shri Hari Kishan, LDC	Grant-in-Aid	Finance Section ✓
18	Shri Sanjay Choniya, Lab Attendant	Forensic Cell	Forensic Cell, Dr. S.P Goyal, Scientist-F ✓
19	Shri Kamal Verma, Attendant	Grant-in-Aid	Shri B.C.Choudhury, Scientist-F ✓
20	Shri Satender Singh Negi, Driver	Research project	FTO ✓
21	Shri Govind Singh, Driver	Grant-in-Aid	FTO ✓
22	Shri V.Raj Kumar, Administrative Assistant-Cum-Stenographer	Grant-in-Aid	AO
23	Shri Neeraj Gupta, Secretarial Assistant	Grant-in-Aid	AO
24	Shri Pyar Chand Aswal, LDC	Grant-in-Aid	AO
25	Shri Santosh, Attendant	Grant-in-Aid	Dr. S Satyakumar, Scientist-F ✓

Submitted please.

INFORMATION PROVIDED UNDER RTI

11/11

Shri R. Mehta

As the contractual engagement of above 25 persons is only up to 31-12-2008. It is suggested that the controlling officers of above may be requested to submit their performance report to enable to process their fresh engagement.

A.O.

for approval please - 17.11.2008

Rajiv

18-11-08

Rev

AO

20/11/08

21/11/08

pm

2307

21/11

Dated: 29.12.2008

The Institute has engaged contractual staff at various levels to carry out its activities through the existing arrangements of contractual engagements.

The contractual engagement of the following 26 persons is coming to an end on 31.12.2008. There were 25 persons as per page 11-12/n and 02 persons were engaged in UNESCO Project as Project Associate during the year 2008 in February and October, 2008 respectively. Now there are 26 persons as one contractual engagee Mr. Praveen Kumar Tomar, Project Assistant in EIA Cell has resigned from the contractual engagement.

The following is the list of 22 contractual engagees who are being paid under WII Grant in Aid funds:

Sl. No	Name & Designation of contractual engagees	Present consolidated emoluments (per month)	Present deployment
1	Shri J.S.Kathayat, Database Manager	17,897=00	Computer Cell ✓
2	Shri Virender Sharma, Computer Personnel	14,779=00	Computer Cell ✓
3	Shri Mukesh Arora, Computer Personnel	14,111=00	Dr. P.K. Malik, HoD WL Health Deptt. ✓
4	Smt Shashi Bala, Library Personnel	12,830=00	Library
5	Shri Govind Singh, Secretarial Assistant	12,348=00	Shri A.K. Bhardwaj, HoD, PAN WLM & CE Deptt.
6	Shri V.Raj Kumar, Admn.Asst-Cum-Steno	11,735=00	Administration
7	Shri Vinod Verma, Jr. A.V. Tech	11,513=00	AV Cell ✓
8	Shri Gyanesh Chhiber, Secretarial Assistant	11,438=00	Research Coordinator
9	Shri Muthu Veerapan, Computer Assistant	10,547=00	Computer Cell ✓
10	Shri Vinay Sharma, Secretarial Assistant	10,324=00	Dr.Y.V. Jhala, Scientist-F
11	Shri Kuldeep Chauhan, Assistant	10,176=00	AV Cell ✓
12	Shri Rajiv Gupta, Assistant Accountant	10,101=00	Finance Section
13	Shri Neeraj Gupta, Secretarial Assistant	9,878=00	Administration
14	Shri Satender Negi, Driver	8,780=00	F.T.O
15	Shri Govind Aswal, Driver	8,445=00	F.T.O
16	Shri Pyar Chand Aswal, LDC	7,944=00	Administration

INFORMATION PROVIDED
UNDER RTI

(14)

Sl. No	Name & Designation of contractual engagees	Present consolidated emoluments (per month)	Present deployment
17	Shri Umed Singh, LDC	7,944=00	Library
18	Shri Hari Kishan, LDC	7,869=00	Finance Section
19	Shri Chandan Singh Aswal, Attendant	7,443=00	AV Cell
20	Shri Kamal Verma, Attendant	7,443=00	Shri B.C. Choudhury, ESM Deptt.
21	Shri Sanjay Choniya, Lab Attendant	6,600=00	Forensic Cell
22	Shri Santosh, Attendant	6,541=00	HoD, ESM Deptt. & other faculty in teaching block

The following contractual staff has been engaged in UNESCO and ENVIS Projects of the Institute:

Sl. No	Name & Designation of contractual engagees	Present consolidated emoluments (per month)	Remarks
1	Shri Rajeev Thapa Project Assistant	12,000=00	Will complete one year in February, 2009 ✓
2	Shri Jyoti Prasad Project Assistant	10,677=00	Will complete one year on 31.12.2008. ✓
3	Shri Bhumesb Bhadaroia Project Associate	12,500=00	Will complete one year in February, 2009. ✓
4	Shri Hem Chander Project Associate	12,500=00	Will complete one year in October, 2009. ✓

The performance report for the year 2008 and the requirement for the year 2009 were asked from all concerned faculty incharge/nodal officer where the contractual staff has been deployed. All of them have given their performance report and need for the next year (2009) which are placed in the separate linked file.

The following proposal is submitted for consideration of the competent authority:

- (1) Fresh engagement of the above staff on contract basis for a period of one year w.e.f. 2.1.2009 after giving a one day break on 1.1.2009 as per practice being followed.

- (2) Enhancement in contractual emoluments as per practice is being followed by the Institute. In past all the components for calculating the consolidated emoluments (pay scale, DP, DA, HRA, CHCA and Transport Allowance) was calculated after adding one increment in respective pay scale of the equivalent post in which the concerned contractual engagee was engaged. Now a decision may please taken to provide the consolidated emoluments as per revised pay structure on the recommendations of VI CPC as has been implemented for regular staff of the Institute.
- (3) Medical reimbursement @ Rs.7,500/- per annum may be continued.
- (4) EPF subscription as per rules shall be followed in case of all contractual engagees.

For consideration please.

Registrar

**INFORMATION PROVIDED
UNDER RTI**

[Signature]
AO

Submitted for consideration and approval. Decision on point no. 2 may also be taken.

DI/WSI

① The proposal for redeployment of 22 persons as on 'x' by giving one day break and entering into fresh contract is approved for Jan to March at current emoluments if they agree.

② Job requirement/ responsibility should be spelled out and not the post, because it is a job requirement driven deployment.

③ In the meantime we assess the requirement and look into budget availability to decide on the amount which we can offer in the event of fresh engagement at pay commission.

is for permanent govt servant.
In case of regular employee of
autonomous bodies, it has been
adopted subject to only 80% of
the additional liability on account
of salaries. Therefore the question of
its automatic application in case of
contractual employees does not arise.
Contractual/outsourced ~~an~~ engagement
need to ~~requirement~~ based on requirement
of manpower and wages may be determined
keeping in view the ~~principal~~ principle
of equal pay for equal work or the
rates prescribed by Govt if available.

(4) So far as project leased staff on 'xx'
is concerned, file should be moved ~~to~~
separately on the related main file at
appropriate time by PIS. copy

31/12/08
31.12.08

Registrar
A/o.

For m/a please.

31.12.08

R.M

INFORMATION PROVIDED
UNDER RTI

As per above directives of C.A. vide 15-16/N,
the engagement orders in respect of contractual
engages from 2-Jan. 09 to 31 March 2009
have been prepared and placed for
approval pl.

~~AO~~ INFORMATION PROVIDED
UNDER RTI

Caio
2/1/9

D. issue & put up as per orders of
DIWII at P-15-16/N.

Yunus
2.1.09

~~Rajeev Mehra~~

issued.

Pl. Refer to the orders of DIWII vide 15/16/N

① The office Order for giving fresh contract engages
by giving one day break have been issued to
all concerned upto March 09 at existing
employment with specific job responsibility.

② As regards regarding re-assessment the
requirement of and budget provision, it is
suggested that a committee may be constituted
who will recommend the further into the matter.

Submitted- pl.

Yunus
17/3/09

kindly advise.

Caio

Resistant


P.T.O

① There has been no action taken for the last two & a half months in this file even though Director, W had very clearly in page 15/14 has stressed the need for re-assessment of requirement and also the budget availability.

② Pl indicate immediately the expenditure incurred on the contractual staff for the last two years and also the availability in the B.C. for 2009-10 immediately so that it can be plr to the Director.

Same Action needed.

AO / Assistant.


17/3/09

17/3

INFORMATION PROVIDED
UNDER RTI

The said has already been moved for orders long back by the U.S.

(2.) Finance Section may be asked to provide the details of expenditure as well as B.E. for 2009-10. After that the same will be submitted to C.A. Submitted please.

INFORMATION PROVIDED
UNDER RTI
A.O (on Tour)
Registrar

Sign
17.3.09

May please provide

F.O. Detail of expenditure for 2007-08 & 2008-09 may please be provided.
G1713

AB/08

Accet

Total expenditure for 2007-08 and 2008-09 would be as follows: -

2007-08 Rs. 41,87,088=00

2008-09 Rs. 51,92,100=00

Rs. 93,79,188=00

The above expenditure has been booked under Plan. Submitted for info please

18/2/09
Accet

F/O. The detail of expenditure incurred during 2007-08 & 2008-09 in r/o contractual staff paid from Grant-in-Aid is mentioned at F/A'. In regard budget availability for 2009-10, a

provision of Rs. 50.00 lakhs has been made under ^{head} wages for salary of contractual staff including CDL who have not been granted permanent status. It may be added here that upto 2008-09 the expenditure upto contractual staff is booked under salary (Plan).

INFORMATION PROVIDED
UNDER RTI

[Signature]
18/3

Registration

The details of expenditure in to contractual staff is given. It can be seen that there has been an increase of about 25% between 07-08 and 08-09. For the year 2009-10, Rs. 50.00 lakhs is available under the head 'wages' of which about Rs. 2.00 lakhs would be needed for CDL.

For further direction in this regard.

[Signature]
19/3/09

Director Discussed. Keeping in view the enhancement given in view of salaries for similarly placed regular employees, and the need for their renewal of engagement following action should be taken.

1. Contract may be renewed after giving break on 1.4.09 w.e.f. 2.4.09 for period of one year i.e., upto 31.3.10. on the

Fin. Secy. to Govt.
Dec. Secy. to Govt.
18/3/09

2. 30% enhancement may be allocated / off to the consolidated amount of the ~~being~~ respective being paid to respective employees. contractual employees. The current enhancement to similarly placed & regular employee is between 50-60% which is not possible for us to offer as due to budgetary constraints.

3. The ~~deploy~~ cells/departments where the contractual employees are to be redeployed will have to bear the burden of their engagement out of ~~cell~~ allocation done either in Grant-in-Aid or externally ~~added~~ aided project, as to accordingly following should be done -

1. Contractual employees working in Adm/Finance/Dean Office/

- To be met out of allocation under wage Grant in the

2. Contractual employees working in Academic cell/Library/Research Coordinator's Office/Forensic

- To be met out of the allocation to these cells under Grant in the

3. Engagement of Driver on contract

- Estate Management under Grant in the

Accordingly orders may be issued.

1/11/0

Registered
A.O.1

INFORMATION PROVIDED
UNDER RTI

Please refer to the decision of C.A. vide 21-N, accordingly the fresh engagement orders for 45 persons as per 133/C to 134/C prepared and placed for approval/sig. pl.

INFORMATION PROVIDED
UNDER RTI

AO

lajin

2/4/2009

Pl. issue

lajin

2/4/09

KM

PKM

As per the decision of C.A. vide 20-21/N, the 30% increase ~~with~~ⁱⁿ the existing emoluments have been increased and letters were issued. As regards EPF contribution, the previous details of EPF is placed at 34-35/N, and 30% increase in existing EPF contribution have also been worked out vide 1C.

This is submitted for information and guidance to 1AO and after that this will be sent to F.O.

Submitted please.

A.O. (contn)

1AO

lajin

27.4.09

23.

Considering 20% enhancement in the wages of contractual employees, the EFT so calculated has been checked & found correct.

[Signature]
28/4

~~*[Signature]*~~

The terms and conditions in respect of persons engaged on contract have been issued vide 136-137/C, it is submitted that inadvertently the condition for regulation of Bonus have been missed out in the TOR. Hence, it is suggested that the said clause may be added in the TOR. The DFA placed for approval/signatures please.

[Signature]
4/6/9

(Rajiv Mehta)
Assistant

A.O.

[Signature]
5/6/9

[Signature]

INFORMATION PROVIDED
UNDER RTI

Shri Hem Chandra has been engaged in the UNESCO's World Heritage Programme India of the Institute as a Project Associate on contractual basis for a period of one year and his contractual period is coming to end on 13.10.2009.

For the fresh engagement the performance report has to be required from his controlling officer, so that his contractual period could be extended as per individual performance report. The performance report may be obtained from the controlling officer in order to take further action.

For consideration and approval please.

[Signature]
16.07.09

[Signature]
Shri Rajeev

[Signature]
16/7/9

~~*[Signature]*~~

[Signature]
16/9/09

DM

दिनांक 8 अक्टूबर 2009

श्री हेम चन्दर को प्रोजेक्ट एसोसिएट के रूप में दिनांक 13.10.2008 को संविदा पर रु.12,500/- की मासिक समेकित परिलब्धियों पर नियुक्त किया गया था। श्री हेम चन्दर को प्रोजेक्ट एसोसिएट की संविदा अवधि दिनांक 12.10.2009 को समाप्त हो रही है। संविदा अवधि के विस्तार हेतु उनकी Performance Report प्राप्त हो चुकी है, एवं उनके नियन्त्रक अधिकारी द्वारा उनकी सेवायें 1 और वर्ष के लिये अनुशंसा की गयी हैं।

छठे वेतन आयोग को ध्यान में रखते हुए सभी संविदाकर्मियों के वेतन में 1 अप्रैल 2009 से 30 प्रतिशत की वृद्धि की गई है। श्री हेम चन्दर को प्रोजेक्ट एसोसिएट को एक वर्ष की सेवा अवधि पूरी न होने के कारण उन्हें यह वेतन वृद्धि नहीं दी गई थी।

अतः यह प्रस्तावित है कि -

1. श्री हेम चन्दर को प्रोजेक्ट एसोसिएट को एक दिन का आवश्यक ब्रेक लगाकर, उनकी संविदा अवधि क्रमशः बुधवार 14 अक्टूबर 2009 से 31 मार्च 2010 तक बढ़ाई जा सकती है।
2. श्री हेम चन्दर को प्रोजेक्ट एसोसिएट की वर्तमान समेकित परिलब्धियाँ रु. 12500/- है, उनके वेतन में 30 प्रतिशत वेतन वृद्धि करते हुए (जैसा सभी संविदाकर्मियों के वेतन में किया गया) उनका वेतनमान रु. 16250/- प्रतिमाह किया जा सकता है। उपरोक्त खर्चा (UNESCO Project) यूनिस्को प्रोजेक्ट से वहन किया जायेगा।

स्वीकृति हेतु प्रस्तुत।

राजीव
सु.10.09
राजीव मेहता

प्र.अ. स्वीकृति हेतु प्रस्तुत।

उक्त सचिव

14/10/09

डीन,

विनिर्माता
13/10

स्वीकृति हेतु प्रस्तुत

निर्देशक
13/10/09

प्र.अ.

विनिर्माता
18/10

हृदय कावेरा जी की

प्र.अ. कावेरा जी

भागने प्रकृष्ट पर जारी...

राजीव मेहता/Dean
WII-Diary Section (Receipt)
No. 1578
Date 14/10/09

DWII OFFICE
DIARY NO.: 574
DATE: 13-10-09

(पिछले पृष्ठ से जारी)

पिछले पृष्ठ पर अनुमोदित प्रस्ताव के अनुसार श्री हेम चन्द की संविदा नियुक्ति का आदेश हस्ताक्षर हेतु प्रस्तुत है।

बलराज
16.10.09

प. सं.
प्र. सं. 16-10-09

INFORMATION PROVIDED
UNDER RTI

प्र. सं. 17210 कार्यालय आदेश के अनुसार श्री हेम चन्द प्रोजेक्ट रेशोसिप्रेट, पुनर्वसु प्रोजेक्ट की संविदा की अवधि 14-10-09 से 31-03-2010 तक बढ़ाई गयी है। अतः श्री हेम चन्द की (E.P.F.) का भविष्य निधि की मासिक कटौति रु 1073.00 होती है। जो कि पिछले वर्ष 2008-09 के कर्मचारी भविष्य निधि में 30% प्रतिमाह की वृद्धि के साथ देय है। (जैसा सभी संविदा कर्मियों के कर्मचारी भविष्य निधि में किया गया है) इस सम्बन्ध में कार्यालय आदेश बना दिया गया है। हस्ताक्षर हेतु प्रस्तुत है।

— श्री निवास
26.10.2009

— श्री. पी. डी. मुखर्जी

26/10/09

प. सं.

प्र. सं. 16-10-09

PKM

The Institute has engaged contractual staff at various levels to carry out its activities through the existing arrangements of contractual staff.

The lists of the staff engaged by the Institute are as under. The names of Nodal Officers/Sectional Heads/Projects Heads under which the contractual staff are working are against their names. The present period of all the contractual staff is up to 31.03.2010.

Every year the performance report is obtained from their concerned Nodal Officer/Sectional Heads for consideration for further extension for the next year. Therefore we may ask from all concerned-in-charge to submit the performance report for the year 2009²⁰¹⁰ in respect of contractual staff working under them within a period of 15 days. A draft circular is placed for consideration and approval please.

Sl. No.	Name of ontractual engagees	Budget Heads	Present deployment
✓ 1.	Shri J.S.Kathyat	Grant-in-Aid	Computer Cell /
✓ 2.	Shri Virender Kumar Sharma	Grant-in-Aid	Computer Cell /
✓ 3.	Shri Muthu Veerapan	Grant-in-Aid	Computer Cell /
✓ 4.	Shri Mukesh Arora	Grant-in-Aid	Dr. P.K.Malik, Scientist-F /
✓ 5.	Smt Shashi Bala	Grant-in-Aid	Library /
✓ 6.	Shri Umed Singh	Grant-in-Aid	Library /
✓ 7.	Shri Gyanesh Chhiber	Grant-in-Aid	Research Coordinator /
✓ 8.	Shri Vinay Kumar Sharma	Grant-in-Aid	Dr. Y.V.Jhala, Scientist-F /
✓ 9.	Shri Kuldeep Singh Chauhan	Grant-in-Aid	AV Cell, Smt Bitapi C. Sinha, Scientist-F /
✓ 10.	Shri Vinod Verma	Grant-in-Aid	AV Cell, Smt Bitapi C.Sinha, Scientist-F /
✓ 11.	Shri Chandan Singh Aswal	Grant-in-Aid	AV Cell, Smt Bitapi C.Sinha, Scientist-F /
✓ 12.	Shri Govind Singh	Grant-in-Aid	Shri AK Bhardwaj, Scientist-F /

From Previous- page

SI.No	Name and Designation of contractual engages	Budget Heads	Present deployment
13.	Shri Rajiv Gupta	Grant-in-Aid	Finance Section /
14.	Shri Hari Kishan	Grant-in-Aid	Finance Section /
15.	Shri Sanjay Choniya	Forensic Cell	Forensic Cell, Dr. S.P Goyal, Scientist-F /
16.	Shri Kamal Verma	Grant-in-Aid	Shri B.C.Choudhury, Scientist-F /
17.	Shri Satender Singh Negi	Research project	FTO /
18.	Shri Govind Singh Aswal	Grant-in-Aid	FTO /
19.	Shri V.Raj Kumar	Grant-in-Aid	AO /
20.	Shri Neeraj Gupta	Grant-in-Aid	AO /
21.	Shri Pyar Chand Aswal	Grant-in-Aid	AO /
22.	Shri Santosh	Grant-in-Aid	Dr. S Satyakumar, Scientist-F /
23.	Shri Bhumesh Bhadaroia	WII-UNESCO Project	UNESCO Project Dean FWS /
24.	Shri Hem Chander	WII-UNESCO Project	UNESCO Project Dean FWS /
25.	Shri Rajeev Thapa	WII-UNESCO Project	UNESCO Project Dean FWS /
26.	Shri Jyoti Prasad	WII- UNESCO ENVIS Project	ENVIS Project, Dean FWS /

Submitted please.

[Signature]
23.02.2010 Shri Rajeev Mehta

[Signature]
24.2.10

[Signature]
A.O.

[Signature]
26/2/10

[Signature]
RM

INFORMATION PROVIDED
UNDER RTI

From Previous Page

The Institute has engaged contractual staff to run various activities. The present deployment as well as the present emoluments being drawn by them is placed in Annexure - I.

The performance report for the year 2009-10 and proper justification for further retention of the contractual engages for the further year i.e. 2010-2011 have been obtained from all concerned faculty in charge/ Nodal Officer/Controlling Officer. Performance report and justification for further requirement are available at Separate file. During the last year contractual engagement the following beneficiary are given to them:-

30% enhancement was paid to the contractual staff on their consolidated emolument.

(ii) Medical reimbursement @ Rs 7500/- per annum.

(iii) EPF subscription as per the existing rules.

In view of their performance report and requirement their service may be extended for further one year w.e.f. 05.4.2010 after giving one day break on 01.04.2010.

Submitted for further order please.

✓ Sri
25.03.2010 Sri Rajesh

The performance report in respect of persons listed vide Annexure-I have been obtained from their respective Controlling Officers. All of them recommended for fresh engagement for 2010-2011. The performance report are placed in separate file. The following proposal is submitted for consideration:

(1) Fresh engagement for a period of one year by giving one day break on 1-4-2010 as per the practice being followed.

(2) Suitable Enhancement in the consolidated emoluments

as per the practice is being followed by the

Institute.

Existing medical reimbursement @ Rs.7500/-

per year may be continued.

case of all contractual employees.
EPP as per the rules shall also be followed in

for consideration please.

[Signature]
26-3-2010

INFORMATION PROVIDED
UNDER RTI

[Signature]

(4)

(3)

Dated: 31.03.2010

The period of 26 persons engaged on contract basis as per list at page 175/c is expiring on 31.03.2010 (AN). Their present consolidated emoluments have been shown against their names.

The performance report for the period April, 2009 to March, 2010 from the concerned faculty members/controllers officers have been obtained and all of them have recommended for a fresh contractual engagement for 2010-2011 for another period of one year.

The following proposal is submitted for consideration and approval:

- INFORMATION PROVIDED
UNDER RTI(1)
- (1) Fresh contractual engagement of the above staff may be given by giving one day break and from 5.4.2010 to 31.3.2011 (2nd to 4th April, 2010 being holidays) as per practice being followed.
 - (2) Enhancement of contractual emoluments as per practice is being followed by the Institute. The enhancement of regular employees of the Institute during the year 2009-10 was about 10 to 12%. It is proposed that we may increase the emoluments @ 10% on the last year consolidated emoluments drawn by them. A calculation sheet after enhancing the 10% amount has been prepared and is placed at page 177/c for consideration please.
 - (3) Last year medical reimbursement of Rs.7,500=00 per annum each was allowed. The medical reimbursement amount may be increased to Rs. 10,000/- per annum.
 - (4) EPF subscription as per rules shall be followed in case of all contractual engages.
 - (5) As decided at page 21/n, the cells/departments where the contractual employees are to be deputed will continue to bear the burden of their contractual emoluments either in grant in aid or externally aided projects.

For orders please.

Registrar

31/3/10

DWII 1. The above proposal is approved. However for item no 3, the medical reimbursement would remain the same i.e., Rs 7,500 / Annum. An additional amount of Rs 2,500 would be reimbursed against production of medical insurance for self + family.

2. The engagement would be for from 5.4.10 to 30.3.2011.

14.10
MM

20.12

31.10.10

Pl. refer to the approval - C.A. vide
30/N, O.O. for engagement of contractual
staff are placed for approval/fig. pl.

Signature
5/4/10

A.O.

Signature
5/4/10

INFORMATION PROVIDED
UNDER RTI

RM

As per clause No. 14 GOR for engagement
of contract persons. The EPF contribution
required to be made from the emoluments
of each employee except ~~persons of~~ Ex-service
men persons.

The Fin. Officer is being asked to
deduct the contribution as per the list.

Draft Note placed for approval/pl.

A.O.

Signature
21.4.10

Signature
5.4.10
21.4.10

RM

The Institute has engaged contractual staff at various levels to carry out its activities through the existing arrangements of contractual staff.

The lists of the staff engaged by the Institute are as under. The names of Nodal Officers/Sectional Heads/Projects Heads under which the contractual staff are working are against their names. The present period of all the contractual staff is up to 30.03.2011.

Every year the performance report is obtained from their concerned Nodal Officer/Sectional Heads for consideration for further extension for the next year. Therefore we may ask from all concerned-in-charge to submit the performance report for the year 2010-2011 in respect of contractual staff working under them within a period of 15 days. A draft circular is placed for consideration and approval please.

Sl.No.	Name of Contractual engagees	Budget Heads	Present deployment
1.	Shri J.S.Kathyat	Grant-in-Aid	Computer Cell
2.	Shri Virender Kumar Sharma	Grant-in-Aid	Computer Cell
3.	Shri Muthu Veerapan	Grant-in-Aid	Computer Cell
4.	Shri Mukesh Arora	Grant-in-Aid	Dr. P.K.Malik, Scientist-F
5.	Smt Shashi Bala	Grant-in-Aid	Library
6.	Shri Umed Singh	Grant-in-Aid	Library
7.	Shri Gyanesh Chhiber	Grant-in-Aid	Research Coordinator
8.	Shri Vinay Kumar Sharma	Grant-in-Aid	Dr. Y.V.Jhala, Scientist-F
9.	Shri Kuldeep Singh Chauhan	Grant-in-Aid	AV Cell, Smt Bitapi C. Sinha, Scientist-F
10.	Shri Vinod Verma	Grant-in-Aid	AV Cell, Smt Bitapi C.Sinha, Scientist-F
11.	Shri Chandan Singh Aswal	Grant-in-Aid	AV Cell, Smt Bitapi C.Sinha, Scientist-F
12.	Shri Govind Singh	Grant-in-Aid	Shri AK Bhardwaj, Scientist-F
13.	Shri Rajiv Gupta	Grant-in-Aid	Finance Section
14.	Shri Hari Kishan	Grant-in-Aid	Finance Section
15.	Shri Sanjay Choniyal	Forensic Cell	Forensic Cell, Dr. S.P Goyal, Scientist-F
16.	Shri Kamal Verma	Grant-in-Aid	Shri B.C.Choudhury, Scientist-F

INFORMATION PROVIDED
UNDER RTI

From Previous- page

Sl.No	Name and Designation of contractual engages	Budget Heads	Present deployment
17.	Shri Satender Singh Negi	Research project	FTO
18.	Shri Govind Singh Aswal	Grant-in-Aid	FTO
19.	Shri V.Raj Kumar	Grant-in-Aid	AO
20.	Shri Neeraj Gupta	Grant-in-Aid	AO
21.	Shri Pyar Chand Aswal	Grant-in-Aid	AO
22.	Shri Santosh	Grant-in-Aid	Dr. S. Satyakumar, V.P. Uniyal Scientist-E
23.	Shri Bhumesh Bhadaroia	WII-UNESCO Project	UNESCO Project Dean FWS
24.	Shri Hem Chander	WII-UNESCO Project	UNESCO Project Dean FWS
25.	Shri Rajeev Thapa	WII-UNESCO Project	UNESCO Project Dean FWS
26.	Shri Jyoti Prasad	WII- UNESCO ENVIS Project	ENVIS Project, Dean FWS

Submitted please.

1 Shy
21-02-2011

Shri Rajeev Mehta

for orders please.

Shy
22-2-11

A.O.

we may request the concerned
controlling officers for giving the performance report
in case of contractual employees.

Registrar

AO

Shy
22.2.2011

Shy
24.2.11

Shy
25/2/11

From Pre-Page-

Performance report of Contractual staff for the year 2010-2011, have been obtained from their Controlling officer. The performance report are available in a separate file.

The performance report of the following contractual staff has not been received so far.

1. Shri J.S. Kathiyot
2. Shri Vinender Kumar Sharma
3. Shri Mithu Veenapan
4. Smt Anju Ravat
5. Shri Gaurid Singh

INFORMATION PROVIDED
UNDER RTI

Submitted please

1-
En
17.03.2011

~~Shri Rajeesh Mehta~~

The following proposal is submitted for consideration :-

- 1) Fresh contractual engagement of the above staff may be given by one day break on 31-3-2011 and from 1-4-2011 to 31-3-2012 as per practice being followed.
 - 2) Enhancement of emoluments as per practice being followed by the Institute. The enhancement of regular employees was about 16.61% . Suitable enhancement may be decided.
 - 3) Existing medical reimbursement & EPF facility may be continued.
- Submitted pl.

En
29.3.11

Dated: 24.03.2011

The present contract period of staff engaged by the Institute as per list at page 219/c and 218/c is coming to an end on 30th March, 2011. Their present consolidated emoluments have been shown against their names.

The performance report for the period April, 2010 to March, 2011 from the concerned faculty members/controlling officers have been obtained and all of them have recommended for a fresh contractual engagement for the year 2011-2012 for another period of one year.

The following is submitted for consideration and approval:

- (1) Fresh contractual engagement of the above contractual staff may be given by giving one day break on 31.03.2011 and from 01.4.2011 to 30.3.2012.
- (2) Enhancement of contractual emoluments as per practice is being followed by the Institute. The enhancement of regular employees of the Institute during the year 2011-12 was about 13% including the 6% recently announced DA w.e.f. 01.01.2011. A calculation sheet after enhancing the 13% amount has been prepared and is placed at page 219/c for consideration please.
- (3) The present financial liability on the grant in aid for payment of contractual emoluments to 42 staff is Rs.5,34,822=00 and annually Rs.64,17,866=00 and if increase the emoluments as per regular employees of WII, this comes to Rs.6,04,349=00 per month and Rs.72,52,189=00 annually.
- (4) In case of 05 contractual staff engaged in UNESCO Project and ENVIS Project of the Institute as per list vide page 218/c, the expenditure is Rs.76,758=00 per month and aRs.9, 21,096=00 annually. If increase the emoluments as per regular employees of WII, the expenditure involved would be Rs.86,737=00 per month and Rs.10,40,838=00 annually.
- (5) In addition 10% institute's contribution on account of EPF subscription is being allowed in case of all contractual staff.
- (6) A sum of Rs.7,500=00 per annum on account medical reimbursement and Rs.2,500=00 for medical health policy (total Rs.10,000=00) in r/o individual and his dependents is being paid to each employees.
- (7) It is also submitted that the C&AG and Internal Audit by MoEF has pointed out about the contractual engagement of staff and payment of pay and allowance at par with regular employees of the Institute and WII share of EPF contribution. (page 217/c). It has been suggested by them to get the approval of MoEF to regularize their employment and compliance shown to the audit.


INFORMATION PROVIDED
UNDER RTI

PROPOSAL

- (i) It is proposed that a fresh contractual engagement of all the $42 + 5 = 47$ staff may be considered after giving one day break on 31.03.2011 i.e. from 01.04.2011 to 30.03.2012.
- (ii) A decision may please be taken to enhance the emoluments in case of all contractual engagees who are being paid from the grant in aid and also from externally aided projects.
- (iii) EPF contribution @ 10% of the consolidated emoluments may be paid in case of all contractual employees.
- (iv) A sum of Rs.10,000=00 each (Rs.7,500=00 for medical reimbursement and Rs.2,500=00 for medical health policy) in case of contractual engagees & their family members may be allowed.

For orders please.

INFORMATION PROVIDED
UNDER RTI


AO

Registrar

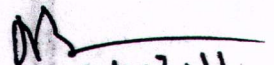
~~DWH~~

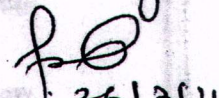
Proposal is submitted for your kind consideration and approval. Enhancement over the last year's emolument if any may also be decided. Last year enhancement given was 10%.

~~A/WII~~

Proposal contained in para

i) (ii) and (iv) approved. Regarding (iii) we may discuss. Enhancement may be given @ 10% as proposed

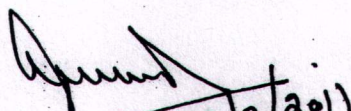

24.3.11


26/3/11

Registrar

~~AO~~


28.3.11


26/3/2011

R.M

From Page

"No Dues Certificate" of the Contractual staff 47 persons for the year 2010-2011 have been received from the indine. No Dues Certificate are available in separate file.

In this connection an Office Order has been prepared to the relaxing the salary for the month of March 2011.

Y En
04.04.2011 Sri Rajeer Melita

En
4.4.11

AP

Apur

INFORMATION PROVIDED
UNDER RTI

PM

The issue of Employees contributory Provident Fund as per prevailing practice to all contractual employees (^{29th} ~~26~~ Nos.) as per list placed in the file was discussed today. Submitted for orders please

Apur
21/5/11 A.O.

Regd.

D. 11/11

There is an audit observation

PM
2.5.11

on this point. However, while we may continue the past practice, the entire issue as desired by audit should be placed before MoEF for taking post facto action. It would be subject to

Wf
1/11

F.P.P.

Order issued. The W.I.
Employees Contributory Prov. Fund Trust
contribution in respect of 29 persons
is being sent to F.O. for necessary
action.

DFA. - placed opposite.

Copy
2-5-11

~~As~~

INFORMATION PROVIDED
UNDER RTI

Copy
2/5/11
A.O.

R.M

The Institute has engaged contractual staff at various levels to carry out its activities through the existing arrangements of contractual staff.

The lists of the staff engaged by the Institute are as under. The names of Nodal Officers/Sectional Heads/Projects Heads under which the contractual staff are working are against their names. The present period of all the contractual staff is up to 30.03.2012.

Every year the performance report is obtained from their concerned Nodal Officer/Sectional Heads for consideration for further extension for the next year. Therefore we may ask from all concerned-in-charge to submit the performance report for the year 2011-2012 in respect of contractual staff working under them within a period of 15 days. A draft circular is placed for consideration and approval please.

Sl.No.	Name of Contractual engagees	Budget Heads	Present deployment
1.	Shri J.S.Kathyat	Grant-in-Aid	Computer Cell
2.	Shri Virender Kumar Sharma	Grant-in-Aid	Computer Cell
3.	Shri Muthu Veerapan	Grant-in-Aid	Computer Cell
4.	Shri Mukesh Arora	Grant-in-Aid	Dr. P.K.Malik, Scientist-G
5.	Smt Shashi Bala	Grant-in-Aid	Library
6.	Shri Umed Singh	Grant-in-Aid	Library
7.	Shri Gyanesh Chhiber	Grant-in-Aid	Research Coordinator
8.	Shri Vinay Kumar Sharma	Grant-in-Aid	Dr. Y.V.Jhala, Scientist-G
9.	Shri Kuldeep Singh Chauhan	Grant-in-Aid	AV Cell, Smt Bitapi C. Sinha, Scientist-F
10.	Shri Vinod Verma	Grant-in-Aid	AV Cell, Smt Bitapi C. Sinha, Scientist-F
11.	Shri Chandan Singh Aswal	Grant-in-Aid	AV Cell, Smt Bitapi C. Sinha, Scientist-F
12.	Shri Govind Singh	Grant-in-Aid	Dr. A.K Bhardwaj, Scientist-F
13.	Shri Sanjay Choniyal	Forensic Cell	Forensic Cell, Dr. S.P Goyal, Scientist-G
14.	Shri Kamal Verma	Grant-in-Aid	Shri B.C.Choudhury, Scientist-G
15.	Shri Santosh	Grant-in-Aid	Dr. V.P. Uniyal, Scientist-F
16.	Shri Satender Singh Negi	Research project	FTO
17.	Shri Govind Singh Aswal	Grant-in-Aid	FTO
18.	Shri V.Raj Kumar	Grant-in-Aid	AO
19.	Shri Neeraj Gupta	Grant-in-Aid	AO

From Previous- page

Sl.No	Name and Designation of contractual engages	Budget Heads	Present deployment
20.	Shri Pyar Chand Aswal	Grant-in-Aid	AO
21.	Shri Rajiv Gupta	Grant-in-Aid	Finance Section
22.	Shri Hari Kishan	Grant-in-Aid	Finance Section
23.	Shri Bhumesb Bhadaroia	WII-UNESCO Project	UNESCO Project Dean FWS
24.	Shri Hem Chander	WII-UNESCO Project	UNESCO Project Dean FWS
25.	Shri Rajeev Thapa	WII-UNESCO Project	UNESCO Project Dean FWS
26.	Shri Jyoti Prasad	WII- UNESCO ENVIS Project	ENVIS Project, Dean FWS

Submitted please.

1 SH
24-02-2012

Shri Rajeev Thapa

Agia
24/2/12

INFORMATION PROVIDED
UNDER RTI

AO

Performance Report of all
contractual engages may be obtained
from all the controlling officers.

Regar

AO

Agia
24.2.12

AO
24.2.12

Agia
28/2/12

RUN

Dated 26th March 2012

The present contract period of staff engaged by the Institute is coming to an end on 30.03.2011. The performance report in respect of above staff have been received from their controlling officers and placed in a separate folder. While reviewing the performance report from their controlling officers, following is emerged:

1. It is noted that in case of Shri A.S. Negi, contractual engage, fresh contractual engagement has not been recommended by the Administrative Officer, hence, his case has not been included for fresh contractual offer.

2. In case of Shri Govind Singh, the controlling officer (Dr. A.K. Bhardwa) has recommended for fresh contractual offer for a period of six months only and his case shall be reviewed based on his performance after a period of six months. It has been mentioned by the controlling officer that with respect to self initiative and punctuality he needs further improvement. Therefore, a review after six months will be required.

3. In case of Shri Hem Chander and Dr. Bhumesb Bhadouria working in WII UNESCO Project, their fresh contractual engagement has been recommended upto 31.08.2012. This may please be considered.

4. The representation dated 20.03.2012 submitted by Contractual engagees of the Institute may be seen vide **page 265/C to 258/C**. They have requested the following:

- (i) To consider the enhancement of emoluments as per 6th CPC along with the designation at par with regular staff of Institute.
- (ii) To enhance the medical reimbursement limit up to 20000.00.
- (iii) To increase the minimum coverage up to 2 lac for 2 Adults and 2 Children with a premium of Rs. 7000/-.

PTO

-42-

FPP

The above matter discussed with Director, WII today in presence of AO and as per the discussions, the following are recommended for consideration and approval please:

- (A) Fresh contractual offer as per recommendations of their controlling officers may be made w.e.f. 2.4.2012 after giving a break on 1.4.2012.
- (B) An enhancement in the contractual emoluments @ 10% on the existing consolidated emoluments may be considered in case of all contractual engages. It is stated that the enhancement in the regular employees during the year is about 10 to 12%.
- (C) Presently a sum of Rs.10,000/- is being paid for medical purposes (Rs.7,500/- is paid on production of bills on reimbursement basis after availing medical facilities through WII authorized hospitals and Rs.2,500/- is reimbursed for getting themselves covered under medical insurance plan for self and dependent family members. It is proposed that the medical insurance coverage may be increased from Rs.2,500/- to Rs.5,000/- which will be reimbursed on production of medical insurance policy from any reputed insurance agencies.
- (D) The other terms and conditions of the contractual engages for fresh contractual employees for the year 2012-13 will remain the same.

For orders please.

Rajiv
26/3
(Rajiv Mehta)
Assistant

AO → maybe approved please -

Regd.

[Signature]
26/3/12

OR
26.3.12

① The above decision recommendation is approved - ABCD -

② The present engagement is upto 30.3.12. Hence break will be for two days (31.3.12 & 1.4.12) for which emoluments will not be paid - *[Signature]*
26/3/12

D.1011

A/A

INFORMATION PROVIDED
UNDER RTI

FPP

- 43 -

For Mr.

26/11/12
[Signature]

R.M.

As approved by D/W11 vide 42-N,

consolidated

The 10% increase in respect of contractual

instruments for 2012-13 have been made.

(P-266/12)

The office order effecting from 2-4-12 prepared and placed for approval/sg.H

INFORMATION PROVIDED
UNDER RTI

A.O.

26/11/12
[Signature]

and

2-4-12
[Signature]

As per Clause NO-14 of "Terms and Conditions" for engagemt of Contract persons. The Will employee Contributory provident Fund Trust contribution required to be made from the emoluments of each Contract Engagee.

The FO is being asked to deduct the Contributions as per the list, dte note placed for approval please.

INFORMATION PROVIDED
UNDER RTI

A - E₁₁
16-07-2012

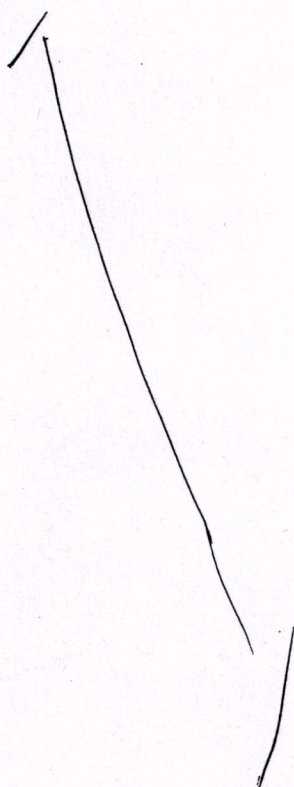
Shri Rajeev Kuchta

[Signature]
19-4-12

AO

[Signature]
19/4/12

RM



It is submitted that Dr. Bhumesh Bhadoria and Dr. Hem Chander on contract were engaged in the WII-UNESCO's project of the Institute for periods five months and their contractual period is coming to end on 31.08.2012 vide office order No. A/2-1/2007-WII dated 02nd April, 2012 in consolidated emoluments of Rs 21,629/- (vide P-272-273/c).

For the fresh engagement the performance report has to be required from their controlling officer, so that their contractual period could be extended as per individual performance report, The performance report may be obtained from the controlling officer in order to take further action.

For consideration and order please.

Shri Rajeev Mehta

INFORMATION PROVIDED
UNDER RTI

21-08-2012

As the duration of W.I.I.-UNESCO Project was up-to 31-8-2012 and the P.I. of above project recommended their cases for upto 31-8-2012. Dean, FWS & P.I. of WII-UNESCO Project may be requested to look into the matter so that necessary action into the matter may be initiated.

for orders please.

21-8-12

AO

Pl. comment.

21-8-12

Dean, FWS

The UNF-UNESCO has extended the project up to Sept '2013. (Prop A). The

vide 319
C

WII-UNESCO/Dean
WII-UNESCO Section (Head)
No. 5483
Date 21/8/2012

Dr Hem Chander may be extended
upto 31/8 March, 2013 on the same
term & conditions

MT
2/8

~~Adm. Officer~~

INFORMATION PROVIDED
UNDER RTI
In view of comments of Dean, Aus
P-45-46/N above, contractual
engagement of (i) Dr. Bhimesh Bhadoria &
(ii) Dr. Hem chander, both engaged in UNESCO
Project may be extended upto 31.3.2013
on the existing emoluments of ₹ 21,629/-
each person per month. Present contractual
period is ending on 31.08.2012.

Agree
27/8/12
AO

~~Regrs.~~

~~D/W/11~~

What about performance report.

from the controlling officer?

If obtained, put up accordingly
and if yet to be given by
controlling officer, obtain and
then put up for decision of D/W/11.

~~AO~~

For M.A.

Agree
28/08/12

Agree
28/8/12

Please refer to the note of Head of the Office vide (46/N). The performance report may be obtained from the controlling officer in order to take further action. In this connection a draft circular for performance report is placed for necessary action.

1 - 29
29.08.2012

Sh. Rajeev Mehta

29
29.8.12

INFORMATION PROVIDED
UNDER RTI

29
29/8/12

RM

As desired by Registrar, the performance report pertaining to Dr. Bhumesb Bhadoria and Dr. Hem Chander on contract received from the controlling officer vide (Page No-325/c) is placed for necessary action.

1 - 29
29.08.2012

Sh. P. K. Mukherjee

Pl. see the remarks of 29
A.O. Regr. at P-46/N. Performance Report of both the persons has been provided by the Dean, PWS at P-326-325/c and has recommended for extension upto 31.3.2013, which may please be considered i.e. for (i) Dr. Bhumesb Bhadoria & (ii) Dr. Hem Chander engaged in UNESCO project on a consolidated emoluments of ₹ 21,629/- each. For approval please.

Regr.

29
29/8/12

29
29/8/12

29
04/08/12

29
03/09/12

-48-

For Mr.

Agreed
4/9/12

R.M

The Contractual engagement of Dr. Bhunesh Bhadori and Dr Hem chander on contract in UNESCO Project has approved by D/WI vide P-4714. In this connection office order has been prepared and place for signature please.

Sri Rajeev Mehta

INFORMATION PROVIDED
UNDER RTI

A/B

Dr. issue.

Agreed
10/9/12

h
21
07.09.12

R.M

The contractual employees have submitted applications which are placed in file (Page No. 329/c-363/c). Their contention is that at the time of giving them fresh contractual assignments the Institute enhances their emoluments lump-sum by 10% of what was paid to them in the previous year, which is said to be arbitrary. According to them the enhancement should take care of the prevailing inflation and additional 3% should be paid by way of annual increment in recognition of services rendered by them in previous year. Accordingly, their applications are for considering favorably an increase of emoluments commensurate with the prevailing inflation (as notified by Government on 01st January and 01st July every year) plus annual increment of 3% on the previous emoluments in lieu of experience and service rendered during the past year.

Further that, their demand is not for ongoing contractual period but for the subsequent years for which they may be re-engaged.

INFORMATION PROVIDED
UNDER RTI
Rajeev Mehta

Agir
17.1.13

84
17.01.13

A.G.

- (i) Present contract period of maximum employees is upto 31.03.2013. Performance Report in case of such contractual engages needs to be obtained as well as requirement for another year 2013-14 from their controlling officers. List of such contractual engages is at Page 364/c-235/c
- (ii) A decision may please be taken to enhance the emoluments in case of contractual employees who are being paid from Grant-in-Aid or from other Projects/externally funded Projects.
- (iii) GPF contribution @ 10% of the consolidated emoluments may also be paid to such contractual employees.

(iv) At present Medical Reimbursement of ₹ 10,000/- (₹ 7,500/- for medical reimbursement & ₹ 2,500/- for medical health policy) is allowed for last year 2012-13 and the same may be considered for 2013-14 in case of fresh contractual engagements.

(v) one day break on 1/4/2013 may be given & fresh offer may be from 2/4/2013 & upto 31.3.2014 which is depending upon the need on case to case basis.

(vi) last year (2012-13) enhancement in emoluments was 10% on the last consolidated emoluments drawn by the contractual employees.

INFORMATION PROVIDED
UNDER RTI

For consideration and approval please.

Registrar

[Signature]
19/2/13
A.O

The applications are limited to consider emoluments enhancements from next financial year ^{for} who may be re-engaged on following lines -

- i) Present practice is to allow enhancement of 10% (lump sum) in the emoluments and it has been pleaded to regulate enhancement on the basis of DA enhancement given by Govt to its employees during previous years; further, it has been demanded to provide additional 3% by way of annual increment in recognition of services rendered during the past year.

कुलसचिव / Registrar
प्रेषण सं/Dispatch No. 388
दिनांक/Date 26/2/13

DWI OFFICE	
Diary No. 601	20/2/13
Date	

'X' or 50/c indicated by Registrar &
should form basis for re engagement
of contractual staff as may be
required. Also the process of
re-engagement should be initiated
so that there is no last minute
rush.

22/2/13.

Registrar

Timely action on above lines pl.

INFORMATION PROVIDED
UNDER RTI

22/02/13

Please ask performance report from
the controlling officer for fresh engagement
for the next financial year.

22/2/13

Rajeev Mehta

Vertical line

Diagonal line

INFORMATION PROVIDED
UNDER EIT

The Institute has engaged contractual staff at various levels to carry out its activities through the existing arrangements of contractual staff.

The lists of the staff engaged by the Institute are as under. The names of Nodal Officers/Sectional Heads/Projects Heads under which the contractual staff are working are against their names. The present period of all the contractual staff is up to 31.03.2013.

Every year the performance report is obtained from their concerned Nodal Officer/Sectional Heads for consideration for further extension for the next year. Therefore we may ask from all concerned-in-charge to submit the performance report for the year 2012-2013 in respect of contractual staff working under them within a period of 15 days. A draft circular is placed for consideration and approval please.

Sl.No.	Name of Contractual engagees	Budget Heads	Present deployment
1	Shri J.S.Kathyat	Grant-in-Aid	Computer Cell
2	Shri Virender Kumar Sharma	Grant-in-Aid	Computer Cell
3	Shri Muthu Veerapan	Grant-in-Aid	Computer Cell
4	Shri Mukesh Arora	Grant-in-Aid	Dr. P.K.Malik,Scientist-G ✓
5	Smt Shashi Bala	Grant-in-Aid	Library ✓
6	Shri Umed Singh	Grant-in-Aid	Library ✓
7	Shri Gyanesh Chhiber	Grant-in-Aid	Research Coordinator
8	Shri Vinay Kumar Sharma	Grant-in-Aid	Dr. Y.V.Jhala,Scientist-G ✓
9	Shri Kuldeep Singh Chauhan	Grant-in-Aid	AV Cell,Smt Bitapi C. Sinha, Scientist-F
10	Shri Vinod Verma	Grant-in-Aid	AV Cell,Smt Bitapi C.Sinha, Scientist-F
11	Shri Chandan Singh Aswal	Grant-in-Aid	AV Cell, Smt Bitapi C.Sinha, Scientist-F
12	Shri Sanjay Choniya	Forensic Cell	Forensic Cell,Dr. S.P Goyal, Scientist-G ✓
13	Shri Kamal Verma	Grant-in-Aid	ESM Dept. Dr. Bivash Pandav , Scienitist - E ✓
14	Shri Santosh	Grant -in-Aid	Dr. V.P. Uniyal, Scientist -F
15	Shri Satender Singh Negi	Research project	FTO
16	Shri Govind Singh Aswal	Grant-in-Aid	FTO
17	Shri V.Raj Kumar	Grant-in-Aid	AO
18	Shri Neeraj Gupta	Grant-in-Aid	AO
19	Shri Pyar Chand Aswal	Grant-in-Aid	AO
20	Shri Rajiv Gupta	Grant-in-Aid	Finance Section ✓
21	Shri Hari Kishan	Grant-in-Aid	Finance Section ✓

...cont. p-2

From Previous- page

Sl.No	Name and Designation of contractual engages	Budget Heads	Present deployment
22.	Shri Bhumesb Bhadaroia	WII-UNESCO Project	UNESCO Project Dean FWS
23.	Shri Hem Chander	WII-UNESCO Project	UNESCO Project Dean FWS
24.	Shri Rajeev Thapa	WII-UNESCO Project	UNESCO Project Dean FWS
25.	Shri Jyoti Prasad	WII- UNESCO ENVIS Project	ENVIS Project, Dean FWS

Submitted please.

Shri Rajeev Mehta
22-02-2013

Sajin
22/2/13

INFORMATION PROVIDED
UNDER RTI

Apurva
23/2/13

Rajeev Mehta

The Performance report of Contractual Staff for the Year 2012-2013, have been obtain from their controlling Officer. The performance report are available in a separate file.

Submitted for order please

Shri Rajeev Mehta

En
13.03.2013

The present contract period of staff engaged by the WII is coming to an end. On 31-3-2012. The performance report in respect of above staff have been received from their controlling officers and placed in a separate folder

(2) The representation of Contract staff and a decision thereon at 50-51/N may also like to see. The Institute engaged following three categories of persons

- (a) fresh person 25 persons vide ^{p.N. 52-53/N} ~~365/C~~ ^{365/C}
- (b) Ex-Service man 16 persons vide 364/C
- (c) 3 persons on compensate grounds 364/C

Dean, FWS has recommended re-engagement of Sishri Hem chander and Bhurnesh Bhadoria upto 31st August 2013.

A decision may be take to enhance the emoluments for contract-employee who are being paid from grant-in-aid or other projects. One day break on 1-4-2013 may be given and re-engagement may be given upto 31-3-201

For consideration please.

A.O.

D. Jais
13.3.13

Dated: 28th March, 2013

Present contract period of staff engaged by the Institute is coming to an end on 31st March, 2013. The list of such staff along with their existing contractual emoluments and budget head is given at page 365/c for kind perusal.

Performance report for the period April, 2013 to March, 2014 from the concerned faculty members/controlling officers have been obtained and all of them have recommended for a fresh contractual engagement for the next year (2013-14).

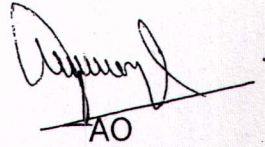
Following proposal is submitted for consideration and approval please:

- (i) Fresh contractual engagement may be considered from 2nd April, 2013 by giving one day break on 1.4.2013. A list of the staff considered for fresh contractual engagement along with their present contractual emoluments and budget head is given at page 365/c. Out of 45 contractual staff, the contractual period of one person namely Shri Govind Singh is upto 30th June, 2013 and his case shall be placed for consideration after completion of his present contract period.
- (ii) Enhancement of contractual emoluments as per practice is being followed by the Institute. The enhancement in salary in respect of regular employees of the Institute during the year 2012-13 was about 15% including the DA portion. It is, thus proposed that 15% enhancement on the last contractual emoluments drawn by such contractual employees may be considered.
- (iii) EPF contribution @ 10% of the consolidated emoluments may be paid in case of all contractual employees being considered for fresh contractual engagement other than Ex-servicemen.
- (iv) Presently a sum of Rs.12,500/- is being paid for medical purposes to all contractual staff other than Ex-servicemen (Rs.7,500/- is paid on production of bills on reimbursement basis after availing medical facilities as per rules of WII and Rs.5,000/- is being reimbursed for getting themselves under medical insurance plan to self and their dependent family members. It is proposed that the overall limit may be increased to Rs.15,000/-

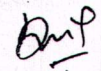
INFORMATION PROVIDED
UNDER RTI

(50% amount will be reimbursed on production of bills after availing medical facilities as per rules of WII and 50% amount will be reimbursed on production of insurance plan for self and their dependent family members).

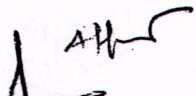
For consideration please.


AO

Registrar

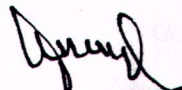

28/03/13

~~DWH~~


PG
30/3/13

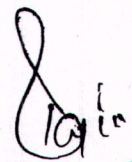
~~A.O.~~

INFORMATION PROVIDED
UNDER RTI


20/3/13

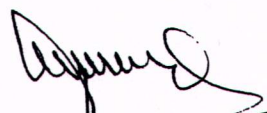
~~R.M.~~

Office Order for offering
contract engaged placed for
approval/sip. pl.


2.4.13

~~A.O.~~

pl. issue


2/4/13

DWII OFFICE
Diary No. 667
Date 30-3-13

As per the Clause No 14 of "Terms and conditions" for engagement of contract persons. The WII Employee Contributory Provident Fund Trust contribution required to be made from the emoluments of each contract engagee.

A list of WII Employee Contributory Provident Fund Trust contribution in respect of 28 contract persons and House Charges in respect of 03 contract persons has been prepared to sent to Finance Officer for necessary action. In this connection Office Order has been prepared, submitted for approval signature please.

Shri Rajeev Mehta

Agar
23/4/13

8/1
23.04.2013

INFORMATION PROVIDED
UNDER RTI

AO

How the details of contribution has been worked. Pl. give details of previous year & now as per decision taken. It should be clearly indicated.

Rajeev Mehta

Agar
23/4/13
AO

why delay?

File collected from Admn. Section.

Details of EPF checked & list issued to Finance Section for release of emoluments.

Agar
23/4/13

AM

It is submitted that Dr. Bhumesb Bhadoria and Dr. Hem Chander on contract were engaged in the WII-UNESCO's project of the Institute for periods five months and their contractual period is coming to end on 31.08.2013 vide office order No. A/2-1/2007-WII dated 02nd April, 2013 in consolidated emoluments of Rs 24,873/- (vide P-393-394/c).

For the fresh engagement of Dr. Bhumesb Bhadoria and Dr. Hem Chander on contract, the performance report has to be required from their controlling officer, so that their contractual period could be extended as per individual performance report. The performance report may be obtained from the controlling officer in order to take further action. In this connection a draft circular for performance report is placed for necessary action.

Shri Rajeev Mehta

Lojin
30.8.13

Lojin
30.08.2013

INFORMATION PROVIDED
UNDER RTI

AO. Pl. refer to the above note the above persons engaged in WII-UNESCO project. The engagement was made as per the recommendations of Dean, upto 31.8.13. If the services of above persons is needed Dean, FWS may be requested to submit the proposal for their further engagement for orders pl.

AO.

Lojin
31.8.13

Lojin
30.8.13

PM

The Institute has engaged contractual staff at various levels to carry out its activities through the existing arrangements of contractual staff.

The lists of the staff engaged by the Institute are as under. The names of Nodal Officers/Sectional Heads/Projects Heads under which the contractual staff are working are against their names. The present period of all the contractual staff is up to 31.03.2014.

Every year the performance report is obtained from their concerned Nodal Officer/Sectional Heads for consideration for further extension for the next year. Therefore we may ask from all concerned-in-charge to submit the performance report for the year 2013-2014 in respect of contractual staff working under them within a period of 10 days. A draft circular is placed for consideration and approval please.

Sl.No.	Name of Contractual engages	Budget Heads	Present deployment
1	Shri J.S.Kathyat	Grant-in-Aid	Computer Cell
2	Shri Virender Kumar Sharma	Grant-in-Aid	Computer Cell
3	Shri Muthu Veerapan	Grant-in-Aid	Computer Cell
4	Shri Mukesh Arora	Grant-in-Aid	Dr. P.K.Malik, Scientist-G
5	Smt Shashi Bala	Grant-in-Aid	Library
6	Shri Ummed Singh	Grant-in-Aid	Library
7	Shri Gyanesh Chhiber	Grant-in-Aid	Research Coordinator
8	Shri Vinay Kumar Sharma	Grant-in-Aid	Dr. Y.V.Jhala, Scientist-G
9	Shri Kuldeep Singh Chauhan	Grant-in-Aid	AV Cell, Smt Bitapi C. Sinha, Scientist-G
10	Shri Vinod Verma	Grant-in-Aid	AV Cell, Smt Bitapi C. Sinha, Scientist-G
11	Shri Chandan Singh Aswal	Grant-in-Aid	AV Cell, Smt Bitapi C. Sinha, Scientist-G
12	Shri Sanjay Choniyal	Forensic Cell	Forensic Cell, Dr. S.P Goyal, Scientist-G
13	Shri Kamal Verma	Grant-in-Aid	ESM Dept. Dr. Bivash Pandav, Scientist - E
14	Shri Santosh	Grant -in-Aid	Dr. V.P. Uniyal, Scientist -F

From Previous- page

15	Shri Satender Singh Negi	Research project	FTO
16	Shri Govind Singh Aswal	Grant-in-Aid	FTO
17	Shri V.Raj Kumar	Grant-in-Aid	AO
18	Shri Neeraj Gupta	Grant-in-Aid	AO
19	Shri Pyar Chand Aswal	Grant-in-Aid	AO
20	Shri Rajiv Gupta	Grant-in-Aid	Finance Section
21	Shri Hari Kishan	Grant-in-Aid	Finance Section
22.	Shri Bhumesh Bhadaroia	WII-UNESCO Project	UNESCO Project
23.	Shri Hem Chander	WII-UNESCO Project	UNESCO Project
24.	Shri Rajeev Thapa	WII-UNESCO Project	UNESCO Project
25.	Shri Jyoti Prasad	WII- UNESCO ENVIS Project	ENVIS Project,

INFORMATION PROVIDED
UNDER RTI
Submitted please.

74
05-03-2014

Shri K. K. Muthurajee

Submitted for perusal and further
orders pl

A.O.

For orders please -

Phy 5/3/11

Regr 2/ If agreed, we may obtain performance report from concerned. 5/3/14
Dwy 11.5
6/10/14

109
8/3/2014
7/15/14
7/13/14

Dated 31st March, 2014

The present contractual period of employees engaged on contract basis is expiring on 31.03.2014. The list of contractual engages along with their existing contractual consolidated emoluments have been mentioned against their names as per page ___/c for kind perusal.

Performance report in case of all contractual engages have been obtained from the concerned faculty members/controlling officers and are placed in a linked folder. All of them have recommended for fresh contractual engagement for another period of one year (2014-2015) except in following cases:-

- (i) Shri Bhumesb Bhadouria under UNESCO project has been recommended for fresh engagement for a period of 3 months i.e. upto 30.06.2014.
- (ii) Shri Hem Chander under UNESCO Project has not been recommended for fresh engagement.

PROPOSAL:

- (1) Fresh contractual engagement of the employees may be given from 02.04.2014 to 31.03.2015. One day break on 01.04.2014 will be given as per practice being followed.
- (2) Enhancement in contractual emoluments as per practice is being allowed. A decision may be taken to enhance the emoluments in case of all contractual engages who are being paid from grant-in-aid or from other projects/externally funded projects which is subject to availability of funds and provision under their projects.

It is stated that in case of regular employees there was enhancement of DA @ 10% on two occasions in July, 2013 and January, 2014 i.e. the DA has been increased to 20%. It is thus proposed that the enhancement of 20% in the consolidated emoluments of all contractual engages may be increased for the year 2014-2015.

- (3) EPF contribution @ 10% of the fresh consolidated emoluments may be paid in case of all contractual engages except in case of ex-serviceman as per practice being followed.
- (4) Presently a sum of Rs. 15,000.00 is being paid for medical purposes to all contractual engages except ex-serviceman (Rs.7,500.00 are being reimbursed on production of medical bills as per rules of WII and Rs. 7,500.00 are reimbursed on production of medical insurance plan for self and their dependents).

INFORMATION PROVIDED
UNDER RTI

It is proposed that the above medical reimbursement may be enhanced from Rs.15,000.00 to Rs.20,000.00 considering the increase in medical expenditure in OPD and also in medical insurance plan.

Submitted please.

[Signature]
AO

Registrar

① 90% increase in DA for regular employees is on basic pay + Transport allowance. Increase in consolidated salary is of 15%.

② Contractual employees are on consolidated salary perus. Therefore, the proposal at 'X' for increase of 20% should ^{be} 15%.

Proposals at S.No. 1, 3 and 4 are in order.

Submitted for decision and approval.

[Signature]
01/04/14

[Signature]
DWII

[Signature]
Approved

[Signature]
11/4/2014

[Signature]
Registrar

[Signature]
01/04/14

[Signature]
AO

[Signature]
11/4/14

238

11/4/2014

4867

11/4/14

INFORMATION PROVIDED
UNDER RTI

- 63-

Ref:- Approval at p. No. 62/M.

- Draft engament letters to
Contractual engagem for 14-15 are
submitted for sig. pl.

Agm
2-4-14

INFORMATION PROVIDED
UNDER RTI

AG

Agm
2/4/14

RM

EPF Subscription @ 15% enhance
on the existing rates and worked out
vide Annexure-I. Finance Section
is being informed for needful.

Agm
2.4

A/o.

Agm
2/4/14

18 Jul 2014

In accordance with the approval for extension of contract period of Dr Bhunesh Chandra, by the Director DWI, draft office order is placed for approval and signature please.

RMAOKaran Singh

Assistant to Contract.

INFORMATION PROVIDED
UNDER RTI

It is submitted that Dr. Bhumesh Bhadoria on contract was engaged in the UNESCO Project at a consolidated emoluments of Rs 28,604/- per month for a extended period of six months in the Institute and his contractual period is coming to end on 31.12.2014 vide office order No. A/2-1/2007-WII dated 17th July, 2014 (vide P-487/c).

For the fresh engagement of Dr. Bhumesh Bhadoria, on contract, the performance report has to be required from their controlling officer, so that his contractual period could be extended as per individual performance report, The performance report may be obtained from the controlling officer in order to take further action.

Submitted for order please

INFORMATION PROVIDED
UNDER RTI

Smt Badjeet-Kaur
Heindi Praslekar

on leave

E₄
10.12.2014

~~A.O.~~

As per approval of DWI at
Page 486/c, contractual engagement of
Dr. Bhumesh Bhadoria under UNESCO project
was given upto 31.12.14.
Kindly advise for further action
on this issue.

Quind
12.12.14
AD

DWI OFFICE
DIARY NO.: 1154
DATE: 15/12

~~DWI~~

The tenure is extended
upto 28/2/2015 on the same
terms and conditions. He would
continue to provide professional inputs
in recording NP World Heritage
site on airfares monetary
12/12

From Pre Page:-

Kindly see the approval of competent authority at page -65/- n regarding the extention of Dr. **Bhumesh Bhadoria** on contractual basis in the UNESCO project for a period of two months from 1st Jan 2015 to 28th Feb 2015 on the same terms and ~~conditions~~ as envisaged vide Office Order A/2-1/2007-WII dt 2nd April 2014 . In this connection, Office Order prepared submitted for signature please

A.O.

[Signature]

23/12/14

INFORMATION PROVIDED
UNDER RTI

[Signature]
22/12/14

The following individuals were appointed on contract for the period shown against their names, by the Competent Authority. The present position with effect from the dates as mentioned below:-

Sl. No.	Name of Contract Personnel	Office Order No	Period		Date of Resignation (L/N)
			From	To	
1.	Sh. Raiiv Gupta	A/2-1/2007-WII dt 02 April 2014	01.04.2014	31.03.2015	02.03.2015
2.	Sh. Rajeev Thapa	A/2-1/2007-WII dt 02 April 2014	01.04.2014	31.03.2015	02.03.2015
3.	Sh. Jyoti Prasad Nautiyal	A/2-1/2007-WII dt 02 April 2014	01.04.2014	31.03.2015	02.03.2015
4.	Sh. K.S. Shilpkar	A/2-18/2007-WII dt 17 Sept 2014	15.09.2014	14.09.2015	02.03.2015
5.	Sh. Bhumesbha Bhaudaa	A/2-1/2007/WII dt 28 February 2015	01.03.2015	30.04.2015	12.03.2015

INFORMATION PROVIDED
UNDER RTI

The above mentioned Contract personnel have joined to UNESCO C2C. In this connection they have submitted No Dues Certificates. Hence, the Office Order has been prepared for releasing the salary of the balance period month of March 2015.

Submitted for perusal and approval please.

Smt. Baljeet Kaur
Sr. Hindi Translator

26.3.15

A.O.

26/3/15

26/3/2015

10.51



G.A.R. 6 {See Rule 22 (i)}
भारतीय वन्यजीव संस्थान
Wildlife Institute of India
P.O. Box 18, Chandrabani, Dehradun

RECEIPT

No. **8650** Date 14/3/19

Received from Sh. Gyanesh Chibber

With Letter No. _____ Dated _____

the sum of Rupees Three hundred Sixty only

in cash/by cheque/by Bank draft on account of RTI Information

for Photo Copy in payment of Cash

₹ 360/-

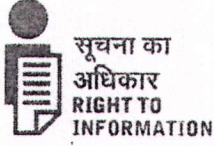
Cashier

Finance Officer

RTI - 62
14/03/2019



1050
भारतीय वन्यजीव संस्थान
Wildlife Institute of India



SPEED POST

F. No. WII/RTI/CPIO/2018-19(Qtr-IV)/62

Dated 13.03.2019

To,

Shri Gyanesh Chhibber,
Secretarial Assistance,
Wildlife Institute of India,
Dehradun – 248 001

Sub.: Inspection of records (files) under Right to Information Act, 2005- reg.

Ref.: (i) Your RTI Request dated 05.01.2019, received in this office on 23.01.2019.
(ii) Your letter No. nil, dated 06.03.2019.

Sir,

Please refer to your RTI Request on the above cited subject and reference [i]. In this context, you were informed to peruse the files/documents on 06.03.2019. Further, vide reference [ii] you had informed us to provide a copy of the relevant documents as desired by you.

Since the desired documents are contained in 180 pages, it is requested to deposit an additional fee of Rs. 360/- [180 pages @ 2/page] u/s 7(3) of RTI Act, 2005 towards the cost of providing the photocopy of the same. The fee may please be deposited within 30 days from the receipt of this reply failing which your RTI will stand disposed of.

If you are not satisfied with the aforesaid reply, you may file an appeal before the First Appellate Authority i.e. “Dr. V.B.Mathur, Director, Wildlife Institute of India, P.B.18, Chandrabani, Dehradun – 248 001, Ph. 0135-2646102, 2640910” within a period of one month.

Thanking you,

13/3/19

Yours faithfully,

(Dr. Anju Baroth)
NO & CPIO (RTI)

पत्रपेटी सं० 18, चन्द्रबनी, देहरादून – 248001, उत्तराखण्ड, भारत
Post Box No. 18, Chandrabani, Dehradun – 248001, Uttarakhand, INDIA
ई.पी.बी.एक्स : +91-135-2640111 से 2640115 फ़ैक्स : 0135-2640117
EPABX : +91-135-2640111 to 2640115; Fax : 0135-2640117;
ई-मेल / E-mail: wii@wii.gov.in, वेब / website: www.wii.gov.in

1049

384

Dated: 06th March 2019

To,

The Administrative Officer
Wildlife Institute of India
Dehradun

Sub.: Inspection of records (files) under the RTI Act, 2005 – reg.

Ref.: 1. My application dated 06th February 2019
2. WII's Letter dated 05th March 2019.

Sir,

With reference to the subject and correspondence(s) as cited above, the applicant perused the following files today i.e. 06th March 2019, pertaining to information as sought under the RTI Act, 2005, in the office of the Administrative Officer, WII:

1. File No.: A/2-1/2003-WII
2. File No.: A/2-1/2004-WII
3. File No.: A/2-1/2005-WII
4. File No.: A/2-1/2006-WII
5. File No.: A/2-1/2007-WII
6. File Name: Personal File of Gyanesh Chhibber, Secretarial Assistant

In this regard, it is informed that subsequent to perusal of files as mentioned above, I request you that a copy of the following documents may please be provided to the applicant under the RTI Act, as detailed below:

No.	File Name	File No.	Page No.	Noting No.
1.	Contractual engagement for 2004, 2005, 2006 and 2007	A/2-1/2003-WII (21.10.2003 to 21.03.2007)	14, 38-43, 56-60, 231-237, 275-276, 371-379, 389-391	N/1 to N/47
2.	Contractual engagement: Correspondence for the year 2007 – 2014	A/2-1/2007-WII	34-35, 72-74, 99-102, 133-134, 158, 177, 211-217, 223-224, 228-229, 266-267, 317-318, 429-430, 434, 480-481 and 489-490	N/1 to N/67

Requisite photocopy charges shall be deposited, accordingly.

Yours faithfully,

(Signature)
(Gyanesh Chhibber)
Sect. Asstt., WII

RTI-62
in case

(Signature)
7/3/19

(Signature)
7/3/19
Rajni

1048

**WILDLIFE INSTITUTE OF INDIA
CHANDRABANI, DEHRADUN**

Dated 05.03.2019

To,

**Shri Gyanesh Chhiber, WII
Secretarial Assistant
WII, Dehradun**

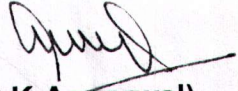
Sub: Information under Right to Information Act, 2005 – reg.

Ref: Your letter dated 07.02.2019

Sir,

This has reference to your letter on the subject as cited above, you are hereby informed that you may pursue the relevant files on 06.03.2019 from 1500 hrs to 1600 hrs in Administration Section. You may contact the undersigned and Smt. T.K Ahuja, Section Officer (Admin).




**(P.K Aggarwal)
Deputy Registrar**

Copy to:

(1) CPIO, WII- for kind information and perusal please.

RTI-62