

F. No. A-65011/51/2014P.II
Government of India
Ministry of Environment, Forests and Climate Change

Indira Paryavaran Bhawan,
Jorbagh Road, Aliganj,
New Delhi-110003

Dated: 27th April, 2017


CIRCULAR

Subject: **Duty in Various examinations of Staff Selection Commission (NR) - reg.**

The undersigned is directed to refer to Staff Selection Commission letter No.4/1/2017-EA dated 17.04.2017 (copy enclosed) regarding panel for duty in various examinations conducted by Staff Selection Commission.

All the Interested officers/employees upto the rank of Section Officer are requested to provide their personal details in enclosed proforma latest by 05.05.2017.

Encl: As above


(C.S. Thakur)
Under Secretary(P.II)
Intercom: 2135
27/4/17

All Section Officers/Assistants/UDCs/LDCs/MTS.

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(i) Consultant (IT) - to upload on Inlebisite

Team leader / Team Assistant
Team Boy.

Format for Panel for duty in SSC Examinations

1. Name :
2. Post :
3. Date of Birth :
4. Address of Office :
.....
5. Address of Residence :
.....
6. Mobile No.

Signature

Name of Officer

Verified by concerned Admn. Officer

No.4/1/2017-EA
Govt. of India
Staff Selection Commission (NR)
Department of Personnel and Training

Block No.12, CGO Complex,
Lodhi Road, New Delhi—110003

Dated:-17-04-2017

To
All Ministries / Departments, New Delhi

Subject: Duty in various examinations of Staff Selection Commission (NR).

Sir
As you are aware that Staff Selection Commission (NR) conducts various recruitment examinations for various Group 'B' (non-gazetted) and Group 'C' posts in various Ministries/Departments of India and their attached and Subordinate offices. The Commission deputes Gazetted / Non-Gazetted level Officers of Central Govt. at the venues of the examinations as its representative, whose primary responsibility is to ensure that the examination is conducted in a fair and impartial manner and as per the guidelines laid down by the Commission. It is, therefore, requested that the names, designation, residential addresses and telephone numbers including mobile numbers and email addresses of the willing officers may please be forwarded to the undersigned earliest so that their services can be utilized in examinations of the Commission.

Sl. No.	Name of Duty	Designation	Honorarium	
			Half day	Full day
01.	Team Leader	Section Officer and above	550	1100/-
02.	Team Assistant	Assistant, UDC & LDC	400	800
03.	Team Boy	Peon/ Daftry / MTS staff	300	600
04.	Invigilator at examination venues	Assistant, UDC & LDC	475	650

The honorarium will be paid to officers deputed at the venue as per norms of the Commission. After the conduct of examination, Team Leader are required to send their Inspection report to the Commission in the prescribed format to the Commission.

Your co-operation and personal intervention is highly solicited.

(S. K. Meena)

Under Secretary to the Govt. of India

For query may please contact at Ph. 01165398777

Handwritten notes and signatures in the bottom left corner.

Handwritten signature: Dr. Chakrabarti

Handwritten date: 21/4/17

Handwritten signature: Sr. Anand