



GOVERNMENT OF INDIA
MINISTRY OF MINES
GEOLOGICAL SURVEY OF INDIA
CENTRAL HEADQUARTERS

No. _____/A-32019/5/2011-Estt-II,Vol-II

Dated : Jan'2019

C I R C U L A R

In continuation of the earlier office Circular No. 239/Sp/A/32019/5/2011-15A. Vol-II dated 18/01/2018, fresh options are invited from the eligible officials of CHQ, Geological Survey of India for performing the duties of the Caretaker in the following two buildings of CHQ, GSI in terms of the eligibility norms mentioned as per Ministry of Finance O.M. No. 7 (46)/E.III (A) /98 dated 30.06.99.

The job of Caretaker is to look after and up keeping the office building and premises for their proper maintenance. They will also assist the Superior/Controlling officers to disposition of housekeeping staff whenever needed.

The officials on appointment to perform the duties of a 'Caretaker' will be granted Extra work Allowance in terms of Ministry of Finance, Department of Expenditure Office Memorandum No 12-13/2016 – E.III (A) dated 20/07/17.

Willing officials may kindly submit their option through proper channel to this office positively by **31.01.2019** for taking necessary action at this end.

Name of the office buildings	Criteria of eligibility
27, J. L. Nehru Road Building	Pay Level 2 (without considering the MACP Pay Level)
29, J. L. Nehru Road Building	Pay Level 2 (without considering the MACP Pay Level)

(Soma Chatterjee)
Assistant Director (P&A)
for Dy. Director General (P&A)

No. 218/A /A-32019/5/2011-Estt-II,Vol-II

Dated : 23 Jan'2019

Copy for circulation to:

- ✓ 1. The Director, Geo-data Division GSI, CHQ, Kolkata with the request to upload the said Circular in GSI portal.
2. The Director (Admn.), GSI, CHQ, Kolkata.
3. The Building Security Officer, 27, J. L. Nehru Road Bldg./ 29, J. L. Nehru Road Bldg. / Kyd Street Bldg., GSI, CHQ, Kolkata.
4. The Guard file, Sec.-Estt. II, GSI, CHQ, Kolkata.

(Soma Chatterjee)
Assistant Director (P&A)
for Dy. Director General (P&A)