

To be substituted bearing the same letter No. and Date

From

The Financial Commissioner & Principal Secretary to Govt. Haryana,
Industrial Training & Vocational Education Department.

To

The Director,
Industrial Training & Vocational Education,
Haryana, Chandigarh.

Memo No.TA/16/Restructuring/2007

Dated:-18-7-07/7-8-07

Subject:- Regarding creation & abolition of posts for Industrial Training & Vocational Education Department as per the recommendations of the Restructuring / Rightsizing Committee.

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Reference your proposal dated 10.5.07 on the subject noted above.

2. Consequent upon the Restructuring of Department of Industrial Training & Vocational Education Haryana as per the recommendations of the Restructuring/Rightsizing Committee, sanction of the Governor of Haryana is hereby accorded for the abolition, creation, continuation / revival of the following posts:-

A DETAILS OF POSTS ABOLISHED/ REDUCED

Sr. No.	NAME OF THE POST	CATEGORY	PAY SCALE	No. of Sanctioned Posts	No. of Abolished Posts	Balance No. of Posts	Remarks
DIRECTORATE							
1	Assistant Director (Non Technical)	B	6500-10500	4	4	0	These posts upgraded into Assistant Director Admn. Non-Tech. Group-A.
2	Librarian /Library Assistant	C	5000-7850	1	1	0	Diminishing Cadre.
3	Legal Assistant	C	5450-8000	1	1	0	Diminishing Cadre.
4	Clerk-cum-Computer Operator	C	3050-4590	64	33	31	Clerk/Assistant Store Keeper/ Hostel Clerk/Clerk cum Store Keeper being redesignated as Clerk cum Computer Operator
5	Steno Typist	C	3050-4590+100 spl.pay	13	5	8	5 post in Diminishing Cadre.
	TOTAL			83	44	39	
APPRENTICESHIP (Directorate Office)							
6	Apprenticeship Supervisor	C	5450-8000	7	3	4	Diminishing Cadre.
	TOTAL			7	3	4	

SIVE							
7	Joint Director Incharge (SIVE)/Professor	A	12000-16500	1	1	0	Present incumbent, if any, to be merged in the Directorate Office ./ Sub Offices.
8	Sr. Lecturer /Deputy Director-cum-Reader	A	10000-13900	5	5	0	
9	Sr. lecturer Education	A	10000-13900	1	1	0	
10	Jr. lecturer	A	8000-13500	5	5	0	
11	Consultants	A	8000-13500	5	5	0	
12	Superintendent (SIVE)	B	6500-10500	1	1	0	
13	Sr. Scale Steno	C	5000-7850	1	1	0	
14	Jr. Scale Steno	C	4000-6000	6	6	0	

15	Assistant-cum-Accountant	C	5000-7850	2	2	0									
16	Clerk	C	3050-4590	2	2	0									
17	Peon	D	2550-3200	4	4	0									
TOTAL				33	33	0									
VOCATIONAL EDUCATION INSTITUTES															
18	Principal	B	6500-10500	121	14	107	Vice Principal being redesignated as Principal.								
19	Language Teacher (Hindi)	C	6500-10500	121	5	116									
20	Language Teacher (English)	C	6500-10500	121	5	116									
21	General Foundation Course Instructor	C	5000-7850	121	14	107									
22	Vocational Instructor	C	5000-7850	881	111	770	770 units are running presently in VEIs. 111 posts are to be held in abeyance as more units in the existing /new VEIs shall be started.								
TOTAL				1365	149	1216									
DVEO OFFICE															
23	Research Assistant	C	5450-8000	16	16	0									
24	Peon	D	2550-3200	8	8	0									
TOTAL				24	24	0									
INDUSTRIAL TRAINING INSTITUTES															
25	Hostel Supdt.	C	5000-7850	21	21	0	Diminishing Cadre.								
26	Craft Instructor for TTC(Women)	C	5450-8000	9	9	0	To be adjusted against Headmistress / Craft Instructor (Women).								
27	Cutter Designer	C	5450-8000	1	1	0	Diminishing Cadre.								
28	Lady P.T.I.	C	4000-6000	4	4	0	Diminishing Cadre.								
29	Stenography Instructor	C	5000-7850	7	7	0	Diminishing Cadre.								
30	Painter Instructor	C	5000-7850	1	1	0	Diminishing Cadre.								
31	Expert Businessman	C	5000-7850	1	1	0	Diminishing Cadre.								
32	Driver	C	4000-6000+200 Spl. Pay	1	1	0	Diminishing Cadre.								
TOTAL				45	45	0									
ITI & VEI															
33	Accountant	C	4000-6000	36	36	0	Present incumbent, if any, to be adjusted against the post of Assistant-cum-Accountant.								
34	Peon-cum-Chowkidar	D	2550-3200	715	264	451	Chowkidar/Peon/Store Attendant being redesignated as Peon-cum-Chowkidar.								
35	Mali / Sweeper	D	2550-3200	214	214	0	These posts will be outsourced as per C.S.'s instructions dated 1.9.2006. Financial limits for various categories of institutes on the basis of students strength for engaging Mali & Sweeper will be as below:- <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Institute upto 150 students</td> <td>97000/- per annum</td> </tr> <tr> <td>Institute with 150-400 students</td> <td>226000/- per annum</td> </tr> <tr> <td>Institute with 400-600 students</td> <td>291000/- per annum</td> </tr> <tr> <td>Institute with more than 600 students</td> <td>323000/- per annum</td> </tr> </table> <p>The number of posts already filled shall be diminishing. Each institute will outsource the activities only upto the balance of financial limit after deducting the salaries being paid to the already employed Mali & Sweeper in the institute.</p>	Institute upto 150 students	97000/- per annum	Institute with 150-400 students	226000/- per annum	Institute with 400-600 students	291000/- per annum	Institute with more than 600 students	323000/- per annum
Institute upto 150 students	97000/- per annum														
Institute with 150-400 students	226000/- per annum														
Institute with 400-600 students	291000/- per annum														
Institute with more than 600 students	323000/- per annum														
TOTAL				965	514	451									

AVTS							
36	AVTS Instructor	C	5000-7800+100 S.P.	24	24	0	Diminishing Cadre.
	TOTAL			24	24	0	

CENTRAL WORKSHOP, KARNAL							
37	Millwright (Foreman)	C	5450-8000	9	9	0	
38	Maintenance Electrician	C	5000-7850	9	9	0	
39	Maintenance Mech.	C	5000-7850	24	24	0	
40	Millwright Maintenance	C	5000-7850	1	1	0	
41	Painter	C	5000-7850	1	1	0	
42	Driver	C	4000-6000+200S.P.	1	1	0	
43	Workshop Attendant	C	2550-3200	8	8	0	
	TOTAL			53	53	0	
	Grant Total			2599	889	1710	

B DETAILS OF POSTS CREATED

Sr. No.	NAME OF THE POST	CATEGORY	PAY SCALE	No. of Sanctioned Posts	No. of additional /Created Posts	Total No. of Posts	Remarks
DIRECTORATE							
1	Asstt Director (Non Technical)	A	8000-13500	3	2	5	Upgraded from Assistant Director (Admn.) Non-technical Group B. Asstt Director (Non Technical) / Controller of Examination being redesignated as Asstt Director (Non Technical) Group A.
2	Deputy Director (Admn) Non-Technical	A	10000-13900	0	2	2	Upgraded from Assistant Director Admn. (Non Technical) Group A.
3	Sr. Scale Stenographer	C	5000-7850	3	3	6	
4	Jr. Scale Stenographer	C	4000-6000	8	3	11	
5	Clerk cum Computer Operator	C	3050-4590	0	1	1	To be attached with Director
6	Sweeper cum Chowkidar	D	2550-3200	1	1	2	
7	Computer Networking & Hardware Technician	C	5000-7850	0	1	1	
8	Superintendent	B	6500-10500	7	3	10	
9	Sr. Technical Assistant	C	5450-8000	2	4	6	
10	Technical Assistant	C	5000-7850	2	5	7	
11	Assistant-cum-Accountant	C	5000-7850	50	10	60	
12	Clerk- cum- Computer Operator	C	3050-4590	0	24	24	
13	Peon	D	2550-3200	14	4	18	
14	Computer Operator	C	5000-7850	0	5	5	
	TOTAL			90	68	158	
APPRENTICESHIP (DIRECTORATE OFFICE)							
15	Joint Apprenticeship Advisor	A	12000-16500	0	1	1	
	TOTAL			0	1	1	
CRAFTSMEN TRAINING- (DIRECTORATE OFFICE)							
16	Additional Director (CTS)	A	13500-375-17250	0	1	1	
17	Joint Director / Controller of Examination	A	12000-16500	1	1	2	
18	Deputy Director (Tech)	A	10000-13900	1	1	2	Interchangeable with Principal TITC
19	Asstt. Director (Technical)-I	A	8000-13500	3	1	4	Interchangeable with Principal Group A
20	Training & Placement Officer in the rank of Joint Director (Technical)	A	12000-16500	0	1	1	
	TOTAL			5	5	10	

VOCATIONAL EDUCATION-(DIRECTORATE OFFICE)							
21	Additional Director (VE)	A	13500-375-17250	0	1	1	
22	Joint Director(V.E.)	A	12000-16500	0	2	2	
23	Assistant Director (VE)	A	8000-13500	1	1	2	
24	Section Officer	C	6500-9900 + 100 SP	0	1	1	
25	Driver	C	4000-6000 +200 spl.pay	6	1	7	
	TOTAL			7	6	13	
VOCATIONAL EDUCATION INSTITUTES							
26	Junior Apprenticeship & Placement Officer	C	5450-8000	0	17	17	
	TOTAL			0	17	17	
CRAFTSMEN TRAINING - FIELD INSTITUTES							
27	Principal	A	8000-13500	9	5	14	
28	Librarian	C	5000-7850	3	11	14	
29	Craft Instructor	C	5000-7850	920	289	1209	
30	Principal (Women Cadre) for TTC	C	5500-9000	5	1	6	For Narnaul, Rohtak, Bhiwani, Sirsa, Faridabad & Karnal
31	Headmistress / Craft Instructor (Women)}	C	5450-8000	29	18	47	Head Mistress and Technical Mistress being redesignated as Headmistress / Craft Instructor (Women)
32	Designer cum Technician	C	5450-8000	6	3	9	
33	Art Master	C	5000-7850	13	2	15	Drawing Master being redesignated as Art Master
34	Instructor (Women) / Junior Mistress	C	5000-7850	114	104	218	Hair & Skin Care Instructor and Instructor / Junior Mistress being redesignated as Instructor (Women) / Junior Mistress
35	Apprenticeship & Placement Officer	B	6500-10500	0	21	21	
36	Junior Apprenticeship & Placement Officer	C	5450-8000	0	24	24	
37	Computer Instructor	C	5000-7850	56	23	79	Allied Trade Instructor being redesignated as Computer Instructor
38	Math Instructor / Workshop Calculation Instructor	C	5000-7850	55	8	63	
39	Language Teacher English	C	5000-7850	24	3	27	
40	Language Teacher Hindi	C	5000-7850	35	10	45	
41	Apprenticeship Instructor	C	5000-7850	0	56	56	
42	Motor Driving Instructor	C	5000-7850	0	17	17	
43	Millwright Instructor	C	5000-7850	0	38	38	
	TOTAL			1269	633	1902	
MINISTERIAL POSTS IN ITIs & VEIs							
44	Deputy Supdt.	C	5500-9000	38	5	43	
45	Assistant cum Accountant	C	5000-7850	242	23	265	Assistant. / Assistant-cum-Accountant being redesignated as Assistant cum Accountant
46	Store Keeper	C	5000-7850	48	9	57	
47	Clerk -cum- Computer Operator	C	3050-4590	306	23	329	Clerk/ Assistant Store Keeper/ Hostel Clerk/ Storekeeper-cum-Clerk being redesignated as Clerk -cum-Computer Operator
48	Workshop Attendant	D	2550-3200	249	202	451	
49	Superintendent	B	6500-10500	0	14	14	
	TOTAL			883	276	1159	

DRIVER TRAINING INSTITUTE & CENTRES OF EXCELLENCE							
50	Principal/ Vice Principal	B	6500-10500	5	5	10	
51	Senior Instructor	C	5450-8000	55	55	110	
52	Part-time Instructor (ED&CS)	C	On contract basis as per PFR @ 5000 appx.	5	5	10	
53	Physician	C	On contract basis @ 3000/- p.m.	2	3	5	
54	Driving Instructor (COE)	C	On contract basis @ 8000/- p.m.	4	6	10	
55	Clerk-cum-Computer Operator	C	Contract basis @ 4000/- p.m.	7	8	15	Clerk-cum-Assistant Store Keeper being redesignated as Clerk-cum-Computer Operator.
56	Peon-cum-Chowkidar	D	2550-3200	5	5	10	
57	Workshop Attendant	D	2550-3200	5	5	10	
58	Helper (Technician)	D	Contract basis @ 3000/- p.m.	2	3	5	
	TOTAL			90	95	185	
TECHNICAL INSTRUCTORS TRAINING CENTRE							
59	Principal TITC	A	10000-13900	0	5	5	Interchangeable with Dy. Director Tech.
60	Training Instructors	C	5500-9000	0	43	43	
61	Junior Scale Stenographer	C	4000-6000	0	5	5	
62	Clerk cum Computer Operator	C	3050-4590	0	5	5	
63	Workshop Attendant	D	2550-3200	0	5	5	
64	Class IV employees	D	2550-3200	0	10	10	To be outsourced within the prescribed financial limits on the basis of students strength.
	TOTAL			0	73	73	
ART SCHOOL ROHTAK							
65	Artist-cum-Designer	C	5000-7850	1	3	4	
66	Art Master	C	5000-7850	2	2	4	
67	Graphic Print Making Instructor.	C	5000-7850	0	1	1	
68	Computer Awareness Graphics Instructor	C	5000-7850	0	2	2	
69	Language Instructor (Hindi/English)	C	5000-7850	0	1	1	
	TOTAL			3	9	12	
FOOTWEAR INSTITUTE REWARI							
70	Instructor (Leather/Footwear	C	5000-7850	2	4	6	Instructor (Footwear) being re-designated as Instructor (Leather/Footwear).
	TOTAL			2	4	6	
	Grant Total			2349	1187	3536	

C DETAILS OF POSTS CONTINUED/STAND REVIVED

Sr. No.	NAME OF THE POST	CATEGORY	PAY SCALE	No. of Sanctioned Posts	Remarks
DIRECTORATE					
1	Director	A	15100-18300 +500 S.P.	1	IAS Cadre
2	Joint Director (Admn.)	A	10000-13900 + 400 S.P.	1	HCS Cadre

3	Internal Audit Officer	B	8000-13500	1	From Finance Department
4	Section Officer	B	6500-9900+ 100 spl.pay	4	From Finance Department
5	Asst. Distt Attorney	B	6500-10500 + 200 S.P.	1	From Prosecution Department
6	Private Secretary	B	6500-10500 + 200 S.P.	1	As a personal measure to the present incumbent (promoted from PA)
7	Dy. Superintendent	C	5500-9000	8	
8	Research Assistant	C	5450-8000	4	
9	Restorer	C	3050-4590	4	
10	Machine Operator	C	3050-4590	2	Machine Man being redesignated as Machine Operator
11	Daftri / Jamadar	D	2650-4000	3	
12	Sweeper cum Chowkidar	D	2550-3200 + 65 SP	2	Sweeper being redesignated as Sweeper cum Chowkidar
13	Peon cum Chowkidar	D	2550-3200	2	Chowkidar / Water Carrier being redesignated as Peon cum Chowkidar
14	Peon	D	2550-3200	17	
	TOTAL			51	
APPRENTICESHIP (DIRECTORATE OFFICE)					
15	Deputy. Apprenticeship Adviser	A	10000-13900	1	
16	Asstt. Apprenticeship Advisor	A	8000-13500	1	
	TOTAL			2	
CRAFTSMEN TRAINING - (DIRECTORATE OFFICE)					
17	Deputy Director (Woman)	A	10000-13900	1	Being upgraded in the pay scale of 10000-13900 to keep parity with Deputy Director Tech. Group-A.
18	Asstt. Director (Women)	A	8000-13500	1	Being upgraded in the pay scale of 8000-13500 to keep parity with Assistant Director Tech. Group-A.
19	Asstt. Director Tech.-II / Sr. App. Supervisor	B	6500-10500	4	Interchangeable with Principal Group B.
	TOTAL			6	
VOCATIONAL EDUCATION -(DIRECTORATE OFFICE)					
20	Deputy Director (Voc. Education)	A	10000-13900	1	
	TOTAL			1	
DVEO OFFICE					
21	District Vocational Education Officer (DVEO)	B	7450-11500	8	D.D.V.E.O. being redesignated as District Vocational Education Officer (DVEO) and upgraded in the pay scale of 7450-11500 from pay scale of rs.6500-10500.
22	Deputy Superintendent	C	5500-9000	8	
23	Placement Assistant	C	5450-8000	8	Statistical Assistant being redesignated as Placement Assistant
24	Assistant-cum-Accountant	C	5000-7850	16	Assistant being redesignated as Assistant-cum-Accountant
25	Steno Typist	C	3050-4590	8	
26	Clerk-cum- Computer Operator	C	3050-4590	16	Clerk being redesignated as Clerk-cum- Computer Operator
27	Peon cum Chowkidars	D	2550-3200	8	
	TOTAL			72	
CRAFTSMEN TRAINING - FIELD INSTITUTES					
28	Principal/ Vice Principal	B	6500-10500	36	
29	Principal (Women Cadre)	B	6500-10500	6	

30	Group Instructor	C	5450-8000	132	
31	Social Study Instructor	C	5000-7850	73	Library work will also be looked after by S.S. Instructor in addition to his present duties.
32	Drawing Instructor	C	5000-7850	74	
	TOTAL			321	

ART SCHOOL ROHTAK					
33	Principal	C	5500-9000	1	Head Master being redesignated as Principal Group-C and upgraded in the pay scale of Rs.5500-9000 from the pay scale of Rs.5450-8000
34	History of Arts Teacher	C	5000-7850	1	Education Teacher being re-designated as History of Arts Teacher
35	Clay Modeling instructor	C	5000-7850	1	
36	Carpenter Instructor	C	5000-7850	1	
	TOTAL			4	
FOOTWEAR INSTITUTE REWARI					
37	Principal (Footwear)	B	6500-10500	1	
38	Group Instructor (Leather)	C	5450-8000	1	Designer (Leather) {To be re-designated as Group Instructor (Leather)}
39	Mechanic Instructor	C	5000-7850	1	
40	Skilled Worker (Leather)	C	4000-6000	3	
41	Drawing Master (Leather)	C	4000-6000	1	
	TOTAL			7	
BASIC TRAINING CENTRE					
42	Assistant Director	A	8000-13500	1	
43	Training Officer	B	6500-10500	1	
44	Craft Instructor	C	5000-7800+100 S.P.	5	
	TOTAL			7	
	Grant Total			471	

Grant Total-A	2599	889	1710
Grant Total-B	2349	1187	3536
Grant Total-C	471	-	471

3. This sanction is subject to the condition that:-

- I. All posts being newly created whether at the Head Office or at the field institutions, viz, Industrial Training Institutes & Vocational Education Institutes, are within the current prescribed norms of Director General, Employment & Training and Ministry of Human Resources Development of GOI as applicable to Haryana State.
- II. New posts for clerks etc. may be designated as Clerk-cum-Computer Operator. Suitable qualifications for Clerk-cum-Computer Operator will have to be laid down so that the incumbent possesses working knowledge of operating computers for office work.
- III. Similarly, new posts for Assistants etc. may be designated as Assistant-cum-Accountant. Suitable qualifications for Assistant-cum-Accountant will have to be laid down so that the incumbent can handle Accounts work as well.
- IV. It may also be ensured that actual recruitments against vacancies take place without lag so that the services of newly appointed persons are fully utilized.
- V. The courses being run in the ITIs must be approved courses under the NCVT scheme.

VI. The pay scales of the newly created posts will be as per instructions issued by Finance Department (PR Branch) from time to time.

4. Further, following norms, which have been adopted by the Department in its Restructuring Proposal, shall be followed for creation of posts in future for Vocational Education Institutes and Industrial Training Institutes:-

VOCATIONAL EDUCATION INSTITUTES

S.No.	NAME OF THE POSTS	CATEGORY	PAY SCALE	NORMS TO BE ADOPTED
1	Vice Principal (To be redesignated as Principal (Class-II))	B	6500-10500	One post per institute
2	Language Teacher (Hindi)	C	6500-10500	One post per institute. Two posts in each VEI where more than 12 units are running.
3	Language Teacher (English)	C	6500-10500	One post per institute. Two posts in each VEI where more than 12 units are running.
4	Junior Apprenticeship & Placement Officer	C	5450-8000	Junior Apprenticeship & Placement Officer in each VEI with student strength of 200 or more
5	Vocational Instructor	C	5000-7850	One post per unit (10+1 or 10+2)
6	General Foundation Course Instructor	C	5000-7850	One post per institute

INDUSTRIAL TRAINING INSTITUTE

Sr. No.	NAME OF THE POSTS	CATEGORY	PAY SCALE	NORMS TO BE ADOPTED
1	Principal	A	8000-13500	One each for the Institutes having strength of more than 400.
2	Principal/ Vice Principal	B	6500-10500	As Vice principal for Institutes having strength of more than 600 and Principal for institutes with less than 400 but more than 76
3	Apprenticeship & Placement Officer	B	6500-10500	One each with Principal, ITIs notified as Assistant Apprenticeship Advisors.
4	Junior Apprenticeship & Placement Officer	C	5450-8000	One for each ITI with strength of 200 or more.
5	Group Instructor	C	5450-8000	i) One for upto 8 units in every ITI. ii) As Incharge of the institute having strength less than 100
6	Librarian	C	5000-7850	One each for institution having more than 400 students Where Librarian posts are not sanctioned, the duty shall be assigned to S.S. Teacher
7	Craft Instructor	C	5000-7850	One for every trade unit (except Cutting & Sewing, Dress Making, Fashion Technology , Embroidery and Hair and Skin care).

ITI (WOMEN) / TTC

8	Principal (Women Cadre)	B	6500-10500	1 each for women institutes having more than 5 trade units.
9	Principal (Women Cadre) for TTC	C	5500-9000	One post for each TTC
10	Head Mistress {To be redesignated as Headmistress / Craft Instructor (Women)}	C	5450-8000	One each for women ITIs having less than 80 students and Two each for 14 units of TTC (Theory & Practical)
11	Designer cum Technician	C	5450-8000	One post for each TTCs for engaging Basic & TTC classes. Reserved for Women. Where storekeeper posts are not filled up/ sanctioned, the duty shall also be assigned to them
12	Drawing Master (To be redesignated as Art Master)	C	5000-7850	One each for 15 ITIs(W) for engaging basic classes. Reserved for Women. Where storekeeper posts are not filled up/ sanctioned, the duty shall also be assigned to them
13	Hair & Skin Care Instructor {To be redesignated as Instructor (Women) / Junior Mistress}	C	5000-7850	One post for each unit of Cutting & Sewing, Dress Making, Embroidery & Needle work, Fashion Technology, Hair & skin Care . Reserved for Women.

SUPPORTING INSTRUCTIONAL STAFF FOR ITIs / ITI(W)

Sr. No.	NAME OF THE POSTS	CATEGORY	PAY SCALE	NORMS TO BE ADOPTED
1	Allied Trade Instructor (To be redesignated as Computer Instructor)	C	5000-7850	One Computer Instructor per ITI.
2	Social Study Instructor	C	5000-7850	One post per institute. If ITI and ITI(W) are in the same campus, only one post shall suffice Library work will be looked after by S.S. Instructor in addition to his present duties.
3	Math Instructor / Workshop Calculation Instructor	C	5000-7850	One for 144 sanctioned seats in an Institute as per DGE&T norms.
4	Drawing Instructor	C	5000-7850	One post per institute. (one for 144 sanctioned seats in an Institute as per DGE&T norms).
5	Language Teacher English	C	5000-7850	One post per 2 units. (One for each unit as per DGE&T norms).
6	Language Teacher Hindi	C	5000-7850	One post per 2 units. (One for each unit as per DGE&T norms).
7	Apprenticeship Instructor	C	5000-7850	One Apprenticeship Instructor per institute for survey, R.I./Classes & Apprenticeship engagement work in all Industrial Establishments of the state.
8	Motor Driving Instructor	C	5000-7850	One post against 2 units.
9	Millwright Instructor	C	5000-7850	One post of Millwright Instructor (Mechanical) for institutes having students strength more than 200 and one Millwright Instructor (Electrical / Electronics) for institutes having student strength more than 400.

MINISTERIAL POSTS (FIELD) for VEIs & ITIs

Sr. No.	NAME OF THE POSTS	CATEGORY	PAY SCALE	NORMS TO BE ADOPTED
1	Superintendent	B	6500-10500	One post for instts with more than 400 students
2	Deputy Supdt.	C	5500-9000	One post for instts with more than 200 students
3	Assistant. / Assistant-cum-Accountant (To be redesignated as Assistant cum Accountant)	C	5000-7850	1 for Instts upto 400 students 2 for Instts upto 600 students 3 for Instts more than 600 students
4	Store Keeper	C	5000-7850	One storekeeper for ITIs and VEIs with more than 200 trainees
5	Clerk/ Assistant Store Keeper/ Hostel Clerk/ Storekeeper-cum-Clerk (To be redesignated as Clerk -cum- Computer Operator)	C	3050-4590	One for each instt.
6	Workshop Attendant	D	2550-3200	2 for Instts upto 150 students (129 Instts) 3 for Instts upto 400 students (43 Instts) 4 for Instts with 400-600 students (6 Instts) 5 for Instts with more than 600 students (8 Instts)
7	Chowkidar / Peon / Store Attendant (To be designated as Peon-cum-Chowkidar)	D	2550-3200	2 for Instts upto 150 students (129 Instts) 3 for Instts upto 400 students (43 Instts) 4 for Instts with 400-600 students (6 Instts) 5 for Instts with more than 600 students (8 Instts)
8	Mali / Sweeper	D	2550-3200	These posts will be outsourced as per C.S.'s instructions dated 1.9.2006. Financial limits for various categories of institutes on the basis of students strength for engaging Mali & Sweeper will be @ 50% of the total financial liability arising out of posts as per DGET norms as per details given in the table below. The number of posts already filled shall be diminishing. Each institute will outsource the activities only upto the balance of financial limit after deducting the salaries being paid to the already employed Mali & Sweeper in the institute.

BASIS OF OUTSOURCING OF MALI / SWEEPER FOR DIFFERENT CATEGORIES OF INSTITUTES

Category of Institute	No. of Class IV posts (Mali & Sweeper) as per DGET norms	Financial Liability of posts as per DGET norms, calculated at the middle of pay scales with DA taken at the flat rate of 25% (including HRA,CCA,MA etc.)	Financial limits per Institute for engaging Mali & Sweeper @ 50% of the total financial liability if regular proposed post are created
Institute upto 150 students	3	194,063	97031.25 say 97000/-
Institute with 150 - 400 students	7	452,813	226406.25 say 226000/-
Institute with 400-600 students	9	582,188	291093.75 say 291000/-
Institute with more than 600 students	10	646,875	323437.50 say 323000/-

5. This sanction issues with the concurrence of Finance Department conveyed vide their U.O.No.9153/2001-4FDIII/2007 dated 6.7.2007.

Joint Secretary (IT&VE),
for Financial Commissioner & Principal Secretary to
Govt. Haryana, Industrial Training & Vocational
Education Department.

Endst.No. TA/16/Restructuring/2007

Dated:-

A copy is forwarded to the following for information:-

1. Accountant General (A&E) Haryana.
2. Accountant General (Audit) Haryana.

Joint Secretary (IT&VE),
for Financial Commissioner & Principal Secretary to
Govt. Haryana, Industrial Training & Vocational
Education Department

A copy is forwarded to the Financial Commissioner & Principal Secretary to Govt. Haryana, Finance Department with reference to their U.O. No.9153/2001-4FDIII/2007 dated 6.7.2007 and 1.8.2007.

Joint Secretary (IT&VE),
for Financial Commissioner & Principal Secretary to
Govt. Haryana, Industrial Training & Vocational
Education Department

To

The Financial Commissioner & Principal Secretary to Govt. Haryana,
Finance Department (FD-III)

U.O.No. TA/16/Restructuring/2007

Dated:-