

No.FD/DMN/2017-18/~~7~~ 94
U.T. Administration of Daman and Diu,
Finance Department,
Secretariat,
Moti Daman – 396 220.

Dated:- 15/02/2018

O R D E R

Sanction of the Finance Secretary, Daman and Diu as Head of Department is hereby conveyed for continuation of Temporary Group "B" & "C" posts including Multi Tasking Staff posts as shown in the ANNEXURE under the U.T. Administration of Daman & Diu for a further period of one year from 01/03/2018 to 28/02/2019 subject to strict implementation of Order dated 22/01/2009 of Personnel Department, Daman on SIU and the posts shall be filled as per R.Rs and also necessary budget provision made in B.E. 2018-19.



(Kishore Bamania)
Joint Secretary (Finance)

To,

1. The P.S. to the Administrator, Secretariat, Daman.
2. The P.S. to the Advisor to Administrator, Secretariat, Daman.
3. The P.S. to the Finance Secretary, Secretariat, Daman.
4. The Collector, Daman/ Diu.
5. The Director of Accounts, Daman.
6. The Dy. Secretary (Pers.), Daman & Diu, Secretariat, Daman.
7. The Dy. Director of Accounts, Diu.
8. The Concerned Head of Offices, Daman/Diu.
9. The SIO, NIC, Daman with a request to upload the said order on department's link on the official website of Daman.
10. The Asstt. Director (OL), Daman for translation in Hindi please.
11. Office copy/Guard file.

ANNEXURE
STATEMENT SHOWING THE TEMPORARY GROUP "B" & "C" POSTS
INCLUDING POSTS OF MTS UNDER THE U.T. ADMINISTRATION OF
DAMAN & DIU

Sr. No.	Posts	Group	Level in Pay Matrix	No. of Posts	Order No. & Date under which continued upto 28/02/2018
1.	2.	3.	4.	5.	6.

1) FINANCE SECRETARY, DAMAN.

1.	Superintendent (Gaz)	"B"	Level-6	01	No.FD/DMN/2015-16/981 dated 03/03/2017
2.	Head Clerk/Assistant	"B"	Level-6	01	-do-
3.	Senior Stenographer	"B"	Level-6	01	-do-
4.	Junior Stenographer	"C"	Level-4	01	-do-
5.	U.D.C.	"C"	Level-4	01	-do-
6.	L.D.C.	"C"	Level-2	02	-do-
7.	Multi Tasking Staff (Daftary)	"C"	Level-1	01	-do-
8.	Multi Tasking Staff (Peon)	"C"	Level-1	03	-do-
	TOTAL			11	

2) GOVERNMENT PRINTING PRESS, DAMAN

1.	Supervisor	"C"	Level-5	01	No.FD/DMN/2015-16/981 dated 03/03/2017
2.	Reader	"C"	Level-2	01	-do-
3.	Proof Pressman	"C"	Level-2	01	-do-

2/-

4.	Binder/Bindery Assistant	"C"	Level-2	12	-do-
5.	Machine man	"C"	Level-2	03	-do-
6.	Multi Tasking Staff (Labourer)	"C"	Level-1	03	-do-
	TOTAL			21	

3) GOVERNMENT PRINTING PRESS, DIU

1.	Copy Holder	"C"	Level-2	01	No.FD/DMN/2015-16/981 dated 03/03/2017
	TOTAL			01	

4) PLANNING & STATISTICS, DAMAN

1.	Research Assistant	"B"	Level-6	01	No.FD/DMN/2015-16/981 dated 03/03/2017
2.	Statistical Assistant	"C"	Level-5	01	-do-
3.	Statistical Assistant	"C"	Level-5	02	-do-
4.	Statistical Investigator	"C"	Level-4	02	-do-
5.	Statistical Investigator	"C"	Level-4	01	-do-
6.	Statistical Investigator	"C"	Level-4	01	-do-
7.	L.D.C.	"C"	Level-2	01	-do-

8.	Multi Tasking Staff (Peon)	"C"	Level-1	01	-do-
9.	Computer Operator/DEO	"C"	Level-5	01	-do-
10.	Supervisor-cum-Data Entry Operator/ Research Assistant	"B"	Level-6	01	-do-
11.	Enumerator/Stat. Assistant	"C"	Level-5	02	-do-
	TOTAL			14	

5) VALUE ADDED TAX DEPARTMENT, DAMAN.

1.	Driver	"C"	Level-2	01	No.FD/DMN/2015-16/981 dated 03/03/2017
	TOTAL:			01	

6) OFFICIAL LANGUAGE DEPARTMENT, DAMAN.

1.	Sr. Hindi Translator	"B"	Level-7	01	No.FD/DMN/2015-16/980 dated 03/03/2017
2.	Jr. Hindi Translator	"B"	Level-6	03	-do-
3.	Typist (Hindi)	"C"	Level-2	01	-do-
	TOTAL:			05	

4/-

7) OFFICIAL LANGUAGE DEPARTMENT, DIU.

1.	Sr. Hindi Translator	"B"	Level-7	01	No.FD/DMN/2015-16/980 dated 03/03/2017
2.	Jr. Hindi Translator	"B"	Level-6	02	-do-
3.	Typist (Hindi)	"C"	Level-2	01	-do-
	TOTAL:			04	

8) SCIENCE & TECHNOLOGY, DAMAN.

1.	Museum Manager	'B'	Level-6	1	No.FD/DMN/2015-16/980 dated 03/03/2017
2.	Co-ordinator Supervisor	'B'	Level-6	1	-do-
3.	Jr. Stenographer	'B'	Level-4	1	-do-
4.	L.D.C	'C'	Level-2	2	-do-
5.	Multi Tasking Staff (Peon)	'C'	Level-1	2	-do-
6.	Multi Tasking Staff (Watchman)	'C'	Level-1	1	-do-
7.	Multi Tasking Staff (Museum Attendant)	'C'	Level-1	1	-do-
	Total :			9	

9) VETERINARY OFFICE, DIU.

1.	Extension Officer (AH)	'C'	Level-4	1	No.FD/DMN/2016-17/1043 dated 06/03/2017
2.	Veterinary Assistant	'C'	Level-4	1	-do-
	Total :			02	


5/-

10) ZONAL AGRICULTURE OFFICE, DAMAN.

1.	Asstt. Agril. Officer Gr.I/Zonal Agriculture Officer	"B"	Level-7	01	No.FD/DMN/2016- 17/1043 dated 06/03/2017
2.	L.D.C./Store Clerk	"C"	Level-2	01	-do-
3.	Field Assistant	"C"	Level-2	01	-do-
4.	Tractor Driver	"C"	Level-2	02	-do-
5.	Power Tiller Driver	"C"	Level-2	01	-do-
6.	Multi Tasking Staff (Field Worker)	"C"	Level-1	03	-do-
7.	Multi Tasking Staff (Mali)	"C"	Level-1	01	-do-
8.	Multi Tasking Staff (Tractor Assistant)	"C"	Level-1	02	-do-
	TOTAL:			12	

11) ZONAL AGRICULTURE OFFICE, DIU.

1.	Assistant Agricultural Officer, Gr.II	"C"	Level-5	01	No.FD/DMN/2016- 17/1043 dated 06/03/2017
2.	Field Assistant	"C"	Level-3	01	-do-
	TOTAL			02	


(Kishore Baman)
Joint Secretary (Finance)