



# Directorate of School Education विद्यालय शिक्षानिदेशालय

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From

Chief Project Officer (ICT)  
Haryana, Panchkula.

To,

All District Education Officers,  
All Block Education Officers,  
Concerned Principals / Heads of Schools

Memo No. 3/11-2013 CEC (1)  
Dated Panchkula, 07.08.2015

Sub: **Regarding Disbursement of salary of Lab Assistants deployed in the ICT Computer Labs setup by CORE Education & Technologies Ltd.**

This has reference to this office memo of even no. dated 16.06.2015 and 01.07.2015. The estimated salary of Lab Assistants who were deployed in the CORE Labs, has been transferred to the SMDC accounts of the concerned schools along with detailed instructions required to be followed strictly.

In this regard, further clarifications are being sought from the School Heads/Principals. The matter regarding following issues are being clarified as under for information and necessary action of all Heads/ Principals in respect of salary of Lab Assistants deployed in CORE Labs for the period from 24.04.2014 to 23.04.2015.

1. The Salary fixed for Lab Assistants on work order basis: Rs. 6000/- per month.
2. The salary of summer and winter vacation is admissible. However; the salary is not admissible to those Lab Assistants who were on strike during this period.
3. Holidays: All Sundays, Second Saturdays and Gazatted Holidays.
4. Casual leave: 12 days in a year.
5. Maternity Leave : Women candidates were entitled for maternity leave with 3 months paid leave and 3 months without pay, subject to submission of all the required documents as the case may be
6. Any leave availed by the Lab Assistant over and above the entitlement as per above shall entail deduction of Rs. 240 per day from the monthly salary of Rs. 6000/-.

For any clarification in this respect, contact persons are as under:

1. Sh. Amandeep Singh, School Information Manager(SIM), Mb: 9888056059
2. Sh. Sunil. Dutt, School Information Manager(SIM), Mb: 8725959630

*H.R. Satija*

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Chief Project Officer (ICT)

O/o Director Secondary Education,  
Haryana, Panchkula