



Directorate of School Education
विद्यालय शिक्षा निदेशालय



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From

Director Secondary Education
Haryana

To

All District education Officers in the state
All Block Education Officers in the state
Concerned Principals/ School Heads of Govt. Sr. Sec. and Govt. High Schools

Memo No. KW 4/25-2014 CEC (1)
Dated Panchkula, the 28.08.2014

Sub: **Continuation of services of Lab Assistants on work order basis**

The details of provisions for continuation of services of Lab Assistants in ICT Labs setup by M/s CORE Education and Technologies, post termination of contract with M/s CORE Education and Technologies i.e w.e.f 24/04/2014, are as under-

- 1(i) The salary of Lab Assistants, considering them as Semi Skilled workers, shall be fixed as Rs. 6000 per month on work order basis and on 7 hours of working per day.
- 1(ii) All Sundays and Gazatted Holidays shall be permissible holidays.
- 1(iii) They shall be entitled for 12 casual leaves annually.
- 1(iv) Women candidates shall be 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.
- 1(v) Admissible benefits of ESI and EPF shall be allowed as per the employer's share on the salary of Rs. 6000 and deduction of ESI and EPF from Salary of employees as per employee's share.
- 1(vi) The monthly salary on work order basis shall be increased by 7% every year.

The employment of Lab Assistants shall be on 'work order basis' initially for period of one year w.e.f 24.04.2014. The matter regarding requirement of services shall be reviewed from time to time based on the performance and as per the report of the concerned Principal.


Project Coordinator (ICT)
For Director Secondary Education
Haryana