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Government of Orissa
General Administration Department

M E M O R A N D U M

Bhubaneswar dated the 30th June '83.

Sub:- Upgradation of the posts of Gr. I S. stenographer to that of Personal Assistants for Heads of Departments.

No. 14246/Gen. In this Department Office Memorandum No. 13024 dt. 21.5.80 Government were pleased to provide personal Assistant to 20 Heads of Departments who were drawing pay in the scale of Rs. 2000/- to 2500/- or higher by upgrading the posts of Gr. I S. stenographers attached to them.

After careful consideration Government have further been pleased to decide to provide P.As to 13 more Heads of Departments as per list enclosed, in consideration of their higher degree of responsibility and jurisdiction by up-gradating the post of Gr-I S-stenographer attached to them.

The respective Heads of Departments will take steps to create the posts with orders of appropriate authority with due regard to the instructions issued by the Finance Department and fill up the posts from the cadre of Gr. I S-stenographers under their Administrative Control on the basis of merit with due regard to seniority.

The up-gradation of the post of Gr. I stenographer to that of P. A. will take effect from date, the posts are actually filled up.

In accordance with this Department resolution No. 3680/Gen dt. 23.2.83 these P.As are also declared as special gazetted Officers and the duty chart prescribed for P.As in said resolution will apply to them.

Finance Department have concurred the proposal to provide their GOR No. 479 CS-I dt. 13.5.83.

C. NARAYANASWAMY
SPECIAL SECRETARY TO GOVERNMENT

F. T. O.

Memo No. 11/247 / Gen Date. 20.6.52

Copy forwarded to All Departments of Govt. All Heads of Departments for information and necessary

J. D. ...
Under Secretary to Government

LIST OF HEADS OF DEPARTMENTS

1. Registrar Co-operative Society
2. Director, of Public Instruction (Schools)
3. Director of Treasuries and Inspections.
4. Director of Animal Husbandry and Veterinary service
5. Director of Fisheries.
6. Director of Medical Education and Training
7. Director Family welfare.
8. Director of Industries.
9. Labour Commissioner.
10. Director of Land Records and Surveys.
11. Director of Consolidation
12. I. G. R. cum- Excise Commissioner.
13. I. G. of Prisons.