

**SCHEDULE-I**

Relating to Head of Office including the Head of Department and Administrative Department in respect of their own establishment

ANNUAL ESTABLISHMENT REVIEW TO BE FURNISHED BY HEAD OF OFFICE TO HEAD OF THE DEPARTMENT BY END OF JANUARY EACH YEAR

**PART-A (Regular Establishment)**

**CERTIFICATE**

The sanctioned strength of the establishment as on 1st January is given below. I have reviewed the staff requirement having regard to the prescribed yardsticks, wherever applicable. I certify that continuance of all the posts as considered necessary.

Category of employee	Description of the Posts	Pay Scale		As per 7th Pay	Sanctioned Strength	Persons-In-Position	Vacancy Position	Remarks if any
		As per 6th Pay Commission	GP					
<b>GROUP A</b>								
<b>Other than UGC /Judiciary/ All India Services</b>								
	SUPERINTENDENT	9300-34800	5400	12	1	0	1	
<b>All India Services</b>								
<b>UGC</b>								
<b>Judiciary</b>								
<b>GROUP B</b>								
	ASSISTANT CURATOR	9300-34800	4200	9	2	0	2	
	ARCHAEOLOGICAL ASST. ENGINEER	9300-34800	4600	10	1	1	0	
	CURATOR	9300-34800	4600	10	6	1	5	
<b>GROUP C</b>								
	ACCOUNTANT	9300-34800	4200	9	1	0	1	
	CHEMICAL ASSISTANT	9300-34800	4200	9	1	1	0	
	CONSERVATION ASSISTANT	9300-34800	4200	9	4	2	2	
	DRAFTSMAN-CUM-SURVEYOR	9300-34800	4200	9	1	0	1	
	JUNIOR ARCHITECT	9300-34800	4200	9	1	1	0	
	PHOTOGRAPHER	9300-34800	4200	9	1	1	0	
	SENIOR CLERK	5200-20200	2400	7	1	1	0	
	STENOGRAPHER	5200-20200	2400	7	1	0	1	
	DRIVER	5200-20200	1900	4	1	0	1	
	JUNIOR CLERK CUM TYPIST	5200-20200	1900	4	7	2	5	
	LIBRARY ASSISTANT	5200-20200	1900	4	1	1	0	
	STORE KEEPER	5200-20200	1900	4	1	0	1	
	TYPIST	5200-20200	1900	4	1	1	0	
<b>GROUP D</b>								
	MALI	4930-14680	1775	2	5	1	2	
	ATTENDANT	4750-14680	1700	1	11	1	10	
	CHOUKIDAR	4750-14680	1700	1	2	1	1	
	CONSERVATION ATTENDANT	4750-14680	1700	1	1	0	1	
	DARK ROOM ATTENDANT	4750-14680	1700	1	1	0	1	
	MONUMENT ATTENDANT	4750-14680	1700	1	45	10	35	
	PEON	4750-14680	1700	1	2	2	0	
	WATCHMAN	4750-14680	1700	1	1	0	1	

**PART-B ( G-I-A Establishment Drawing From Treasury)**

Category of employee	Description of the Posts	Pay Scale		As per 7th Pay	Sanctioned Strength	Persons-In-Position	Vacancy Position	Remarks if any
		As per 6th Pay	GP					
<b>GROUP A</b>								
<b>Other than UGC /Judiciary/ All India Services</b>								
<b>All India Services</b>								
<b>UGC</b>								
<b>Judiciary</b>								
<b>GROUP B</b>								
<b>GROUP C</b>								
<b>GROUP D</b>								

**PART-B ( G-I-A Establishment)**

Category of employee	Description of the Posts	Pay Scale		As per 7th Pay	Sanctioned Strength	Persons-In-Position	Vacancy Position	Remarks if any
		As per 6th Pay	GP					

**PART-C ( Non-Regular Establishment)**

Category	Description of the Posts	As per 7th Pay	Persons-In-Position	Remarks if any
Contractual in lieu of regular post (As per GA & PG Department Resolution)/ Other Contractual Junior Engineer				
	ASSISTANT CURATOR	9	1	
	CONSERVATION ASSISTANT	9	1	
	ATTENDANT	1	1	

**PART-D ( Other Establishment)**

Category	Number	Group	Remarks if any
Temporary status employee (As per FD Circular)	40	D	MONUMENT ATTENDANT

**PART-E ( Outsourced / on Contract)**

Category	Number	Remarks if any
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