

Department of Personnel Government of Goa Secretariat, Porvorim, 403 521

File No: 10/1/77-PER (Part) 3816

Dated: - 18/12/2017

ON PRIORITY TIME BOUND

CIRCULAR

It is observed that, the staffs appointed on Contract basis in Government Departments are sometimes engaged for a long duration. The Government is considering to formulate policy guidelines for such contractual staff working for more than 5-10 years and above.

The Government intends to collate the data of such contract staff (Group 'C') who are engaged as on 30/09/2017 in order to frame policy guidelines for such employees.

It is therefore, all the Government Departments are instructed to submit the data of contractual staff (Group 'C') engaged directly by them to this Department in the prescribed proforma (Overleaf) alongwith Soft Copy (MS EXCEL FORMAT ONLY).

The Departments shall ensure that, the information should reach this Office on or before 5th January, 2018. The information received thereafter shall not be considered.

> (Shashank V. Thakur) **Under Secretary Personnel**

To.

1. All Heads of Departments.

2. All Departments inside Secretariat.

3. Guard file.

Department ard file.

On file please with our détails.

DDA

NAME OF THE DEPARTMENT:-_

DETAILS OF EXISTING CONTRACT STAFF IN THE DEPARTMENT

A														no.	Sr.
В															Name
С	4									•					Designation
D													٠	the post	Nature of
E						To	DD/MM/YY	with format	extensions	period of	subsequent	alle	and	Appointment	Date of Initial
17					===	Break	With							com:	Number
						Break	Without					13		completed	Number of years
G												OT COXIET CO.	of contract	date	Age as on
Н	appointment	initial	approval for	administrative	minutes	committee	selection		so, provide	with RR's? If	accordance	is made in	appointment	initial	Whether
1					YES/NO	Approval	Cabinet	notings of F.D	cabinet decision	details such	obtained? If	for initial a	Department	Cabinet/Finance	Whether
J					YES/NO	concurrence	Finance	D	lecision and	details such as extract of	obtained? If so, provide	for initial appointment is	Department concurrence	шсе	approval of Pay
K												post	d to the	attache	Pay
L					details	so, furnish	agency?. If	recruitment	any other	GRES or	GHRDC,	through	appointment	ınıtıal	Whether the