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Kalakshetra Foundation
Thiruvanmiyur, Chennai 600 041, India

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24-Oct-16

OFFICE ORDER

Consequent upon her promotion to the grade of Administrative Assistant w.e.f. 09.02.2016, the pay of Smt. Latha Giridhar was fixed in PB1 of Rs.5200-20200 with Grade Pay of Rs.2800/-.

2. On a representation received from Smt. Latha Giridhar, the issue of scale of pay admissible to the post of Administrative Assistant was examined. The scale of pay of the post of Administrative Assistant has been upgraded to PB2 – Rs.9300-34800 with Grade Pay of Rs.4200/- with the concurrence of Ministry of Culture vide their Letter F.No.11-2/2009-Akademies dated 8th July 2010.

3. Accordingly in supersession of order dated 17-February 2016, the pay of Smt. Latha Giridhar, Administrative Assistant is fixed in PB2- Rs.9300-34800 with Grade Pay of Rs.4200/- w.e.f. 9.2.2016. In terms of option exercised by her for fixation of pay from the date of next increment the pay of Smt. Latha Giridhar is re-fixed as under:

Pay as on date of promotion in lower grade : Rs.10890 + GP- Rs.2400
From 09.02.2016 to 30.06.2016 : Rs.10,890 + GP- Rs.4200

From 01.07.2016 : Rs.10,890.00
Grade Pay in the lower post : 2,400.00

Total : Rs. 13,290.00
Increment due ton 1-7-2016 (3%) : 400.00

Total : Rs.13,690.00
Add: One increment on Promotion(3%) : 410.00

Total - (Rs.11,700+2400) : Rs.14,100.00

4. Re-fixation of pay to Smt. Latha Giridhar, Administrative Assistant w.e.f. 1-7-2016 : Rs.15,900/- i.e. (Rs.11,700 + Grade Pay Rs.4200).

5. The officer is entitled for arrears of pay on account of this re-fixation.

(V.Srinivasaragavan)
Deputy-Director

To
Smt. Latha Giridhar,
Administrative Assistant, Central Office, Kalakshetra Foundation.

Cc: 1. The Chief Accounts Officer.
2. Personal File of Smt. Latha Giridhar.

Received
Lathi
24/10/2016.

Founder : Smt. Rukmini Devi
Chairman : Sri N. Gopalaswami
(Former Chief Election Commissioner of India)
Director : Smt. Priyadarsini Govind

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OFFICE ORDER

F.No.A-45/1/2017

11-Jul-17

Sub: Establishment – Fixation of pay to Smt.M.S.Chitra, Admin.Asst.,Central Office on promotion from the date of next increment with different pay plus grade pay - Reg.

Smt. M.S.Chitra was promoted from UDC to the grade of Administrative Assistant on 01.06.2017 in the pay band PB-2 9300-34800 with Grade Pay of Rs.4200/- and assumed charge as Admin.Asst. w.e.f. 01.06.2017 F.N.

2. In terms of option exercised by her for fixation of pay from the date of next increment the pay of Smt. M.S.Chitra is fixed as under:

Pay as on date of promotion in lower grade: Rs.13,690/- (Rs.11290 + GP Rs.2400)

(i) **From the date of promotion on 1.6.2017 to 30.6.2017: Rs.11290 + GP of Rs.4200**

(ii) **Pay w.e.f. 1.7.2017**


Pay as on 01.07.2017 in the lower grade	: Rs.11,290.00
Grade Pay in the lower post	: 2,400.00
Total	: Rs.13,690.00
Increment due on 1-7-2017 (3%)	: 410.00
Total	: Rs.14,100.00
ADD: one notional increment on promotion (3%)	: 430.00
Rs.12,130 + 2400)	: Rs.14,530.00

Fixation of pay w.e.f. 1-7-2017 as per the option of Smt. M.S.Chitra is Rs. 16,330/- (Pay Band Rs.12,130 + Grade Pay of Rs.4200/-).

Her next date of increment is 1.7.2018.


(V. Srinivasaragavan)
Director i/c

To
Smt. M.S.Chitra,
Administrative Assistant, Central Office, Kalakshetra Foundation.

Cc: 1. The Chief Accounts Officer. 
2. Personal File of Smt. M.S.Chitra



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OFFICE ORDER

F.No.A-45/1/2017

29/05/2017

Shri C.Balaji, Peon is promoted to the grade of Library Attendant in Pay Band I of Rs.5200-20200 with Grade Pay of Rs.1900/- w.e.f. 22/5/2017. As he is already drawing pay in the same grade pay granted to him under financial upgradation, there will be no fresh pay fixation and he will continue to draw the same pay.

[Handwritten Signature]

V.Srinivasaragavan
Deputy-Director.

o/c

To
Shri C.Balaji,
Library Attendant
Kalakshetra Foundation.

Cc: 1. The Admn Section/Accounts Section;
2. Personal file of Shri C.Balaji

Received
[Handwritten Signature]

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