

**Office of the Secretary cum Commissioner Labour
Government of NCT of Delhi
5, Sham Nath Marg, Delhi-110054**

No.F.6(437)/LAB/CTO/ 3983

Dated :30.03.2016

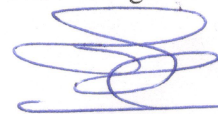
Order

It is observed that the monthly wages/salary payments of various categories of contractual employees i.e. Drivers/DEOs/MTS and civil defence volunteers provided by M/s Intelligent Communication Systems India Ltd./Revenue Department are not paid on time. In this regard various representations were made by contractual employees to concerned officials including Secretary cum Commissioner Labour. These officials have also made a personal representation to Hon'ble Minister of Labour during his visit to Labour Department on 16.03.2016.

The Department has accordingly processed the issue and after consultation with various district heads and contractual employees provided by M/S ICSIL / Revenue Department decided following procedure for making timely payments to contractual employees/workers.

- a. Attendance Certificates of the above referred contractual staff from District Offices/HQ shall be handed over to Care-taking Branch of Headquarter by 25th of every month. Any overpayment on this account shall be recoverable from the contractual employee concerned in case he/she leaves the contractual service between 25th to last day of the month.
- b. The Care-taking Branch/Administration Branch shall take necessary approvals of the Competent Authority within next 3 working days.
- c. The Accounts Branch shall prepare bill based on the Sanction Order and forwarded payment through RTGS to the Agency ICSIL etc. in next two days.
- d. The ICSIL on its part shall immediately defray the payments in a time bound manner but in no case beyond 7th of every month.

In case any officer/official causes delay leading to breach of the time-line as given above, action under CCS (Conduct) Rules, 1964 shall be initiated.



(V.S. Arya)

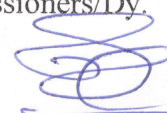
Addl. Labour Commissioner

No.F.6(437)/CTO/LAB/ 3983

Dated : 30/3/16

Copy to:-

1. PS to Hon'ble Chief Minister of Delhi, Govt. of NCT of Delhi.
2. OSD to the Hon'ble Minister of Labour, Govt. of NCT of Delhi.
3. PS to Chief Secretary, Govt. of NCT of Delhi.
4. PS to Secretary cum Commissioner Labour, Govt. of NCT of Delhi.
5. All Addl. Labour Commissioners/Joint Labour Commissioners/Dy. Labour Commissioners for compliance.
6. ICSIL, 1st fl, Above Post office, Phase - III
OKHls, Phase - III, New Delhi - 110020



Addl. Labour Commissioner