

**GOVERNMENT OF ODISHA  
FINANCE DEPARTMENT**

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No. 36796 /F.,  
FIN-PCC-PAY-0008-2018

Date: 26.11.2018

**RESOLUTION**

**Sub: Restructuring of Group-D posts in Government establishments.**

The proposal for restructuring of Group-D posts in Government establishments has been under consideration of Government for some time past. After careful consideration, Government have been pleased to restructure the Group-D and its promotional posts in Government establishment in the following manner within the overall sanctioned strength.

Sl. No.	Post	Percentage of total sanctioned strength from Sl No.1 to 5	Pay Scale as per Level in Pay Matrix
1.	Peon/ Orderly Peon/ Choukidar/ Choukidar-cum-Sweeper/ Night Watchman etc.	45%	Level-1
2.	Daftary/ Zamadar/ Record Supplier/ Treasury Sarkar	40%	Level-3
3.	Junior Grade Diarist/ Junior Grade Recorder/ Pasting Clerk	10%	Level-4
4.	Senior Grade Diarist/ Senior Grade Recorder	4%	Level-7
5.	Diary Superintendent	1%	Level-9

2. Upon restructuring, the Daftary/Zamadar/Record Supplier/ Treasury Sarkar will perform their duty as per their assignment and also on the requirement of concerned establishment. The Daftary and Zamadar shall continue to avail the allowances admissible to them as Daftary and Zamadar.

3. There shall be no promotion to the post of Record Supplier/ Treasury Sarkar from the post of Daftary and Zamadar as they all belong to the same level of Pay Matrix in the restructuring. The posts of Daftary, Zamadar, Record Supplier and Treasury Sarkar shall be filled up by way of promotion from the employees completing 8 years service in the Group-D posts in Level-1. Necessary guidelines to this effect will be issued subsequently by the G.A & P.G Department in modification to their earlier instructions.

4. Concerned establishments as per the requirement shall distribute the posts under a particular category.

5. While distributing the total sanctioned posts as per percentage mentioned in the table at paragraph-1, the fraction amount shall be ignored. Percentage-wise distribution shall be from lower level to upper level. The number of posts arising on account of ignoring fraction in the process of distribution of posts may be put in the base level.

6. Finance Department may be consulted for clarification, if any.

7. This resolution takes effect from the date of its issue.

By the order of Governor

*Mandey*

Additional Chief Secretary to Government

Memo No. 36797 /F

Date: 26.11.2018

Copy forwarded to the Secretary to Governor/ Principal Secretary to Chief Minister/ A.G (A & E) Odisha, Bhubaneswar/ A.G (Audit) Odisha, Bhubaneswar/ Senior DAG (Works), Puri/ All Departments/ All Heads of Department/ All Collectors for information.

*PK Mishra*  
26/11/18

Deputy Secretary to Government

Memo No. 36798 /F

Date: 26.11.2018

Copy forwarded to the Head of Portal Group, IT Centre, Secretariat for information. It is requested to host the Resolution in the website of Finance Department.

*PK Mishra*  
26/11/18

Deputy Secretary to Government

Memo No. 36799 /F

Date: 26.11.2018

Copy forwarded to all Officers/ all Branches of Finance Department for information.

*PK Mishra*  
26/11/18

Deputy Secretary to Government