SECRETARIAT FOR INFORMATION TECHNOLOGY
सूचना प्रौद्योगिकी सचिवालय

No. Admn/254/1SIT/667

From

Principal Secretary to Government Haryana
Electronics and Information Technology Department.

To

(i)   All the Administrative Secretaries to Government of Haryana.

(ii)   All the Heads of Departments in Haryana.

(iii)   Registrar, Punjab & Haryana High Court,

(iv)   All the Divisional Commissioners in Haryana.

(v)   Managing Directors/ Chief Administrators/Chief Executive Officers of all the Boards/Corporations in Haryana.

(vi)   All the Deputy Commissioners in Haryana

(vii) Registrars of all the Universities in Haryana.

Chandigarh: Dated the 12.08.2013

Subject: Revision of job work fee/ contract remuneration of computer professionals of various categories engaged for various Departments/ Boards/ Corporations through Haryana Informatics Limited (HIL) and Policy decisions governing their service conditions.

Sir/Madam,

I am directed to invite a reference to this office letter No. Admn./ 254/ 1SIT/ 1077 dated 17.3.2010 on the subject cited above and to inform you that the State Government has decided to increase the base rate of job work fee/ contract remuneration of the IT Professionals working in the State across various Departments/ organizations to partially neutralize the impact of Dearness allowance and annual increment admissible to regular employees as per the enclosed Annexure.

2.   The revised job work fee/ contract remuneration shall be applicable from 1st of June, 2013 for a period of three years.

3.   The above job work fee/ contractual remuneration shall also be applicable to the Data Entry Operators engaged by the District IT Societies subject to their fulfilling the prescribed qualifications as mentioned in the letter referred above and their qualifying the Computerised Test conducted by HIL/ Hartron.
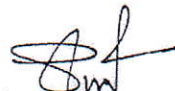
4.   Female employees engaged on contract basis in these categories shall be entitled for Maternity leave as per instructions issued by the Government vide letter No. 11/126/007-1FR dated 22nd June, 2009.

5.   The expenditure on this account shall be borne by the respective Departments/ Organisations from their own budget provisions.

6.   The other terms and conditions, as contained in letter No. Admn./ 254/ 1SIT/ 1077 dated 17.3.2010, shall remain the same.

7.   This issues with the concurrence of the Finance Department conveyed vide their UO No.1/116/2001-1FDIII/2013 (19087) dated 31.7.2013.

Administrative Officer
for Principal Secretary to Govt. Haryana
Electronics & Information Technology Department.
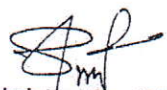
Endst No. Admn/254/1SIT/668   Chandigarh dated, the 12.08.2013

A copy is forwarded to the Accountant General, Haryana (Accounts & Audit), Chandigarh for information and necessary action.

Administrative Officer
for Principal Secretary to Govt. Haryana
Electronics & Information Technology Department.

A copy is forwarded to the Principal Secretary to Govt. Haryana Finance Department with reference to his UO No.1/116/2001-1FDIII/2013 (19087) dated 31.7.2013 for information and necessary action.

Administrative Officer
for Principal Secretary to Govt. Haryana
Electronics & Information Technology Department.

To

Principal Secretary to Govt. Haryana
Finance Department

U.O. No. Admn/254/1SIT/669   Chandigarh: dated, the 12.08.2013

Sr.	Designation/ category of person on job work basis	Qualification	Existing remuneration Per month (Amt. in Rs.)	Revised Job Work /contract fee per month w.e.f. 1.6.2013 (Amt. in Rs.)
	2	3	4	5
1.	Data Entry Operator Category (i)	i) 10+2 (with 50% marks) & 'O' Level/ one year Diploma/Course in Programming Asstt. / Comp. Application/ NCVT Certificate (with 50% marks) Or Graduate & 'O' Level/ one year Diploma/Course in Programming Asstt. / Comp. Application/ NCVT Certificate (with 50% marks) Or Three Years diploma in Modern Office Practices/ Office Management & Computer Applications/ Comp. Engg. / Electronics & Comm. Engg./ BCA (with 50% marks) Or Two years diploma in Office Management & Computer Applications (with 50% marks) Or Post Matric one year ITI Course/ NCVT in stenography (with 50% marks) and ii) Data Punching speed of 8000 key depressions per hour or 133 key depressions per minute.	8000/-	10,000/-
	Category (ii)	Qualification as per category (i) above with 4 to 7 years of contract service	9000/-	11,000/-
	Category (iii)	Qualification as per category (i) above with more than 7 years of contract service	10,000/-	12,000/-
2.	DTP Operator	i) 10+2 with minimum 1 years Course in Desktop Publishing or Graduation with 6 months full time Certificate Course in Desktop Publishing or Bachelor in Fine Arts.	11,500/-	13,500/-

Sr.	Designation/ category of person on job work basis	Qualification	Existing remuneration Per month (Amt. in Rs.)	Revised Job Work /contract fee per month w.e.f. 1.6.2013 (Amt. in Rs.)
	2	3	4	5
		ii) Having minimum 2 years experience in designing print media like Advertisements, Brochures, News Letters etc using Coral Draw/ Page Maker and Adobe Premiere/Photoshop.		
3.	Junior Programmer/ Junior Data Analyst/ Networking Assistant/ Web Designer Category (i)	PGDCA/PDCA/PGDIT/APGDCA/MCA/M.Sc/ BCA/ BSc (Comp. Sc./IT)/ 3 Yrs. Diploma in Comp. Application/ IT from SBTE/University / 'A' Level course from DOE with minimum 55% marks and having knowledge in software Dev. in a Limited Company. Or (i) 3 years diploma in Comp. Sc./ IT/ Electronics/ Electronics & Comm. with 55% marks or BCA/B.Sc (Comp. Sc./IT) with 55% marks or 'A'/'B' Level Course from DOE with 55% marks (ii) 1 year working experience in troubleshooting and resolving operation issues of Electronics Equipment, LAN/WAN/ Internet/Intranet, all types of hardware, system software from a reputed company. (iii) Person having MCP/MSCE/CCNA/DCNE/ Linux/Solaris/ Network+/ A+ Certification shall be given pref. Or i) 10+2 with minimum 2 years Course in multimedia/web designing or Graduation with 6 months full time Certificate Course in Multimedia/Web Designing or Bachelor in Fine Arts. ii) Having minimum 2 years experience in designing multimedia presentations, tutorials, websites using Macromedia Flash/ Dreamweaver/3D Max and Adobe Premiere/Photoshop	13,000/-	15,000/-
	Category (ii)	Qualification as per category (i) above with 4 to 7 years of Contract Service	15,000/-	17,000/-
	Category (iii)	Qualification as per category (i)	16,000/-	18,000/-

Sr.	Designation/ category of person on job work basis	Qualification	Existing remuneration Per month (Amt. in Rs.)	Revised Job Work /contract fee per month w.e.f. 1.6.2013 (Amt. in Rs.)
	2	3	4	5
		above with more than 7 years of Contract Service		
4.	Programmer/ Data Analyst/ Networking Engineer Category (i)	i) B.E./B.Tech./M.Tech. (Comp. Sc./IT/ Electronics & Comm. in 1st Divn. Or M.Sc. (Comp. Sc./IT) in 1st Divn. Or MCA in 1st Divn. Or 'B'/'C' Level course from DOE in 1st Divn. Or M.Sc (Phy/Math/Statistics) in 1st Divn. and PGDCA in 1st Divn and ii) Project Work of Software Development in a reputed company on .NET or Java/J2EE/ WebSphere/ PHP, MySQL and Linux/ VB and MS Access/SQL Server/Oracle Or (i)) B.E./B.Tech./M.Tech. in Comp. Sc./IT/ Electronics & Comm. with 1st Division Or MCA with 1st Division Or 'B'/'C' Level Course from DOE with 1st Division/"A" Grade. (ii) Certification MCSE/CCNA/DCNE/Linux/ Solaris (iii) Working Experience of handling networking project troubleshooting and resolving operation issues of LAN/WAN/ Internet/ Intranet, all types of hardware, system software from a reputed company.	16,000/-	18,000/-
	Category (ii)	Qualification as per category (i) above with 4 to 7 years of Contract Service	18,000/-	20,000/-
5.	System Analyst	Qualification as per serial no. 4 category (i) with Min. 5 years Exp. as Programmer/ Data Analyst/ Networking Engineer	25,000/-	27,000/-
6.	Senior System Analyst	Qualification As per serial no. 4 category (i) with Min. 5 years experience as System Analyst	26,000/-	28,000/-
7.	Dy. General Manager	(i) 1st Divn. in B.E./B.Tech./M.Tech. (Comp.Sc./ IT/Electronics & Comm.)/MCA with MBA (1st Div.) (ii) 12 yrs. experience in Software industries in Software development implementation. At least 5 years experience at Sr. level in execution of projects in	32,000/-	34,000/-

Sr.	Designation/ category of person on job work basis	Qualification	Existing remuneration Per month (Amt. in Rs.)	Revised Job Work /contract fee per month w.e.f. 1.6.2013 (Amt. in Rs.)
	2	3	4	5
		relevant field. Or Min. 5 years experience as Sr. System Analyst in the pay scale of Rs. 10000-15200 (pre revised)		
8	General Manager	(i) 1st Divn. in B.E. /B.Tech./M.Tech. (Comp.Sc./ IT/ Electronics & Comm.)/ MCA with MBA (1st Div.) (ii) 16 yrs. Experience in software development / implementation of IT projects out of which at least 8 years at Sr. level in the Execution of Projects in the relevant field. Or Min. 5 years experience as Deputy General Manager in the pay scale of Rs. 12000-16500 (pre revised)	55,000/-	57,000/-