

No. A. 12034/1/94- Admn.I (LD)
Government of India
Ministry of Law & Justice
Legislative Department

New Delhi, 7th May, 2015.


OFFICE MEMORANDUM

Subject:- Filling up one post of Parliament Assistant in the M/o Law & Justice.

The undersigned is directed to say that it is proposed to appoint a Parliament Assistant in the Legislative Department of the Ministry of Law & Justice. He will attend the duties of Parliament Assistant concerning the Ministry of Law & Justice consisting of three Departments, viz. Department of Legal Affairs, legislative Department and Department of Justice. The duties of the post are given in **Annexure-I**.

2. The Upper Division Clerk or Assistant on selection and appointment as Parliament Assistant will draw his/her pay and special allowance as admissible under the relevant instructions of the Government which is at present at the rate of Rs.800/- for UDCs and Rs.1000/- for Assistant respectively for every calendar month in which the Parliament is in the session for at least 15 days in that month. For months with shorter periods of session the special allowance will be admissible at half the rates prescribed for the full month. No overtime allowance shall be paid to the Parliament Assistant for the calendar months in which the Parliament is in session. The period of appointment shall ordinarily not exceed three years.

3. D/o Legal Affairs/VSP/OL Wing are requested that the application of interested Assistant (CSS)/UDC (CSCS), may be forwarded to the undersigned along with the CR Dossier of the candidates for the last five years as well as vigilance clearance and Integrity Certificate on or before 15th June, 2015 in the proforma attached (**Annexure-II**). Names once considered will not be allowed to be withdrawn.


(B.M. Sharma) 7/5/15
Deputy Secretary to the Government of India
Ph. No.-011-23389014.

To

- ✓ 1. NIC Cell, M/o Law & Justice with the request to upload the above O.M. alongwith the Annexure at website of the Legislative Department.
2. D/o Legal Affairs.
3. DS, OLW/DS, VSP.
4. PS to MLJ.

NIC Pl. send information electronically for
uploading the same on the dept's website.
Admin-I (LD)
Name
7/5/15