

GOVERNMENT OF ASSAM
FINANCE (EC-II) DEPARTMENT
DISPUR, GUWAHATI – 781006.

No. FEC (II) 4/2014/356,

Dated 9th October, 2017.

From: - Shri Shyam Jagannathan, IAS,
Commissioner & Secretary to the Govt of Assam
Finance Department.

To: - All Administrative Departments.

Subject: - Check-list to be submitted by the Administrative Departments for
compliance of Hon'ble Gauhati High Court's Order dated 08.06.2017
passed in Writ Appeal 45/2014 (State of Assam – Vs – Upen Das & Ors).

Ref: - Finance Department's letter No. FEC (II) 4/2014/339, dated 10.08.2017.

Sir / Madam,

With reference to the above, I am directed to state that pursuant to the Hon'ble Gauhati High Court's order dated 08.06.2017 passed in Writ Appeal 45/2014 (State of Assam – Vs – Upen Das & Ors), a Committee has been constituted in Finance Department to scrutinize the list of Muster Roll, Work-Charged, Fixed Pay, Casual, etc workers who have been working with the State Govt since last more than 10 (ten) years but without sanctioned posts and to comply with the aforementioned High Court's orders. The Committee has prepared a Check-list containing Annexure – I & II which has to be submitted to Finance Department not later than 31st October, 2017.

I am, therefore, to request you kindly to submit the consolidated list of Muster Roll, Work-Charged, Fixed Pay, Casual, etc workers who have been working with the State Govt for the last more than 10 (ten) years but without sanctioned posts (both in hard & soft copies) under the jurisdiction of your Administrative Department as per the format / check-list enclosed herewith not later than 31st October, 2017.

This matter may be treated as 'most urgent'.

Encl: - As stated.

Shri Shyam Jagannathan, IAS,
Commissioner & Secretary to the Govt of Assam
Finance Department.

Memo No. FEC (II) 4/2014/356-A,

Dated 9th October, 2017.

Copy forwarded for kind information to: -

1. The PS to the Principal Secretary, Finance Department.
2. Shri Devajit Saikia, Sr. Additional Advocate General, Assam, Gauhati High Court, Standing Counsel, Finance Department.
- ✓ 3. Finance (eGU) Department for uploading the copy in Finance Department's website.

By orders etc.,

Deputy Secretary to the Govt of Assam,
Finance (EC-II) Department.

AD
9/10/17

ANNEXURE – I**A. Checklist to be furnished while submission of data: -**

1. Name of Department_____.
2. Total number of Work-Charged, Muster Roll, Casual employee, Bungalow Peon and similarly placed workers working in the _____ Department for more than 10 (ten) years and above. Indicate the date of engagement and length of service: _____
3. Category of the workers i.e. indicate whether Work-Charged, Muster Roll, Fixed Pay, Casual employee, Bungalow Peon etc: _____
4. Whether the incumbents are drawing scale of pay / fixed pay / wage, etc. If yes, indicate the rate / amount of the scale of pay, wage, etc: _____.
5. Head of Account where the incumbent has drawn their Pay / Wages etc. _____
6. Whether the incumbents were engaged with prior approval of Finance Department: - YES / NO. _____ (If not reasons may be stated).
7. The reasons for non-regularization during the period: _____
8. Total Number of employees irregularly appointed against sanctioned posts (Ref. para 53 of Uma Devi's Case). _____
9. Total No. of employees against vacant sanctioned posts _____

Certified that only the names of Work-Charged, Muster Roll, Casual worker, Fixed Pay workers who have completed 10 (ten) years and above in this Department (not against sanctioned posts) have been submitted and that the above information and particulars have been verified and found to be correct in all aspects.

Date:

Place:

Signature of Sr. Financial Adviser / FA
with name & seal of the Department.

Sr. Most Secretary of the Department with name & seal.

Annexure –II**B. Format for submission of data:-**

(to be furnished both in hard & soft copies in MS-Word)

Department _____

Sl. No	Department	Name of Incumbents	Date of engagement	Length of Service	Scale of pay / amount of wage	Whether Work-Charged, Muster Roll, Fixed Pay,
I	II	III	IV	V	VI	VII
1						
2						
