OFFICE ORDER

The Working Committee of Board in its meeting held on 11th March, 2005 vide resolution No. 4 has been pleased to accord approval for inserting Rule 51 after the existing Rule 50 in RICO Employees (Service) Rule 1969 as under:

Payment of Special Pay

Rule 51

(1) Where a corporation employee is appointed to the post in addition to his own duties, there may be the following three possibilities:

(i) The officiating post may be subordinate to the post he is holding.
(ii) The officiating post may be equal to or lower (but not subordinate) than the post he is holding.
(iii) The officiating post may be higher than the post he is holding.

(2) (i) In the case of (1) (i) above, the corporation employee shall not be entitled to any emoluments in addition to what he is drawing.

(ii) In the case of (1) (ii) above, the corporation employee may be allowed to draw his own pay under RICO Service Rules, 1969 for his own post and special pay not exceeding 3% of the presumptive pay of the other post under the said rules, if the period of dual charge is upto 60 days but 30 days or more and special pay not exceeding 6% of the presumptive pay of the other post if the period of dual charge is more than 60 days.

(iii) In the case of (1) (iii) above, if the corporation employee is qualified to hold higher post and is senior enough for regular promotion, he may be allowed to draw his own pay under RICO Service Rules, 1969 for his own post and special pay not exceeding 3% of the presumptive pay of the other post under the said rules, if the period of dual charge is upto 60 days but 30 days or more and special pay not exceeding 6% of the presumptive pay of the other post if the period of dual charge is more than 60 days. If the corporation employee is not qualified to hold the higher post or is not senior enough for regular promotion, he may be allowed special pay not exceeding 3% of his own pay if the charge of the higher post is held for...
30 days or more but up to 60 days and special pay not exceeding 6% of his own pay if the period of dual charge be more than 60 days.

3. Dual arrangements should not be allowed to continue beyond a period of six months. In any case, no additional remuneration of any kind will be admissible beyond a period of six months in such cases.

4. Competent authority to sanction payment under these rules shall be Executive Director of the corporation.

[Signature]

ADVISOR (A&M)