

# **RAJYA SABHA SECRETARIAT**

PARLIAMENT HOUSE ANNEXE  
NEW DELHI

Dated the 13<sup>th</sup> April, 2018

## **OFFICE ORDER NO. 66 PART II**

**Subject : Constitution of an 'Assistance Cell' for work relating to Parliamentary Pay Committee.**

Consequent upon the constitution of the Parliamentary Pay Committee, it has been decided to create a separate 'Assistance Cell' comprising of the following officials of the Secretariat :

- (i) Smt. Chandralekha Sharma, Under Secretary
- (ii) Shri Anurag Saini, Under Secretary
- (iii) Shri Kuldip Singh, Executive Officer
- (iv) Shri Gautam Kumar Singh, Senior Secretariat Assistant
- (v) Ms. Marshleen Kaur, Secretariat Assistant

2. The mandate of the 'Assistance Cell' shall be to scrutinize, segregate and tabulate the issues/ demands raised in the suggestions/ views of officers, staff and Rajya Sabha Secretariat Employees Association on the revision of the scales of Pay, allowances, leave, pensionary benefits and other amenities and formulate comments of the Secretariat, wherever required and other miscellaneous works concerning Parliamentary Pay Committee. The 'Assistance Cell' shall operate under the overall supervision and guidance of Director (P) and in tandem with Personnel Section, the nodal Section providing secretarial assistance to the Parliamentary Pay Committee.

3. The 'Assistance Cell' shall start its functioning w.e.f. 16.04.2018 (FN) and shall continue in existence for a period of two months i.e. upto 15.06.2018 (AN) or until further orders. The above mentioned officials stand relieved from their respective Sections with effect from 16.04.2018 (FN) for the tenure of the 'Assistance Cell'.

**(Amit Kumar)**  
**Deputy Secretary (P)**

**No RS-44/2017-Perl.**

**Copy to:**

1. All Officers/ Sections/ PSs/Pay and Accounts Office, Rajya Sabha
2. Office Order Book
3. Sections concerned
4. Individuals concerned.