

**STATEMENT SHOWING THE SANCTIONED STRENGTH AND IN POSITION STRENGTH OF THE
RAJYA SABHA SECRETARIAT (AS ON 01.09.2017)**

<i>Sl.No.</i>	<i>Designation</i>	<i>Level in Pay Matrix</i>	<i>Corresponding to the Pre-revised scale</i>	<i>Sanctioned</i>	<i>In Position</i>	<i>Group</i>
1	SECRETARY-GENERAL	Level -18	Rs. 90,000 (Fixed)	1	1	A
2	SECRETARY	Level -17	Rs. 80,000 (Fixed)	1	1	A
3	ADDITIONAL SECRETARY	Level -15	HAG Scale (Rs. 67000-79000)	2	2	A

(including 1 on dep.)

LEGISLATIVE, FINANCIAL, EXECUTIVE & ADMINISTRATIVE SERVICE

4	JOINT SECRETARY	Level -14	Rs. 37400-67000+ 10000	8	7	A
5	DIRECTOR	Level -13	Rs. 37400-67000+ 8700	19	19	A
6	DIRECTOR (FINANCE)	Level -13	Rs. 37400-67000+ 8700	1	0	A
7	ADDITIONAL DIRECTOR	Pre-revised	Rs. 15600-39100+ 8000	22	22	A
8	DEPUTY SECRETARY	Level -12	Rs. 15600-39100+ 7600	23	21	A
9	UNDER SECRETARY	Level -11	Rs. 15600-39100+ 6600	30	30	A
10	LEG./COMM/PROT/EXE OFFICER	Level -10	Rs. 15600-39100+ 5400	35	18	A
11	ASSISTANT LEGISLATIVE/COMMITTEE PROTOCOL/EXECUTIVE OFFICER	Level -8	Rs. 9300-34800+ 4800	182	134	B
12	SENIOR SECRETARIAT ASSISTANT	Level -6	Rs. 9300-34800+ 4200	123	108	B
13	SECRETARIAT ASSISTANT	Level -4	Rs. 5200-20200+ 2400	110	17	C

+ 2 (Excess Persons)

(including 2 in situ)

+10 (Excess Persons)

(including 2 on dep.)

(including 26 in situ)

(including 1 with lien)

(including 1 with lien)

LIBRARY, REFERENCE, RESEARCH, DOCUMENTATION & INFORMATION SERVICE

14	JOINT SECRETARY	Level -14	Rs. 37400-67000+ 10000	1	1	A
15	DIRECTOR (LARRDIS)	Level -13	Rs. 37400-67000+ 8700	3	3	A
16	ADDITIONAL DIRECTOR (LARRDIS)	Pre-revised	Rs. 15600-39100+ 8000	4	4	A
17	JOINT DIRECTOR (LARRDIS)	Level -12	Rs. 15600-39100+ 7600	5	3	A
18	DEPUTY DIRECTOR (LARRDIS)	Level -11	Rs. 15600-39100+ 6600	5	4	A
19	RESEARCH / REFERENCE OFFICER	Level -10	Rs. 15600-39100+ 5400	5	5	A
20	ASSISTANT RESEARCH / REFERENCE OFFICER	Level -8	Rs. 9300-34800+ 4800	14	5	B
21	LIBRARY ASSISTANT	Level -7	Rs.9300-34800+4600	2	0	B

+ 1 (Excess Persons)

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<u>VERBATIM REPORTING SERVICE</u>						
22	JOINT SECRETARY	Level -14	Rs. 37400-67000+ 10000	1	1	A
23	DIRECTOR (REPORTING)	Level -13	Rs. 37400-67000+ 8700	3	3	A
24	ADDITIONAL DIRECTOR (REPORTING)	Pre-revised	Rs. 15600-39100+ 8000	10	10	A
25	JOINT DIRECTOR (REPORTING)	Level -12	Rs. 15600-39100+ 7600	20	1	A
26	SENIOR PARLIAMENTARY REPORTER	Level -11	Rs. 15600-39100+ 6600	6	0	A
27	PARLIAMENTARY REPORTER	Level -10	Rs. 15600-39100+ 5400	10	3	A
<u>PRIVATE SECRETARIES AND STENOGRAPHIC SERVICE</u>						
28	DIRECTOR (PSSS)	Level -13	Rs. 37400-67000+ 8700	1	1	A
29	ADDITIONAL DIRECTOR (PSSS)	Pre-revised	Rs. 15600-39100+ 8000	8	8	A
30	JOINT DIRECTOR (PSSS)	Level -12	Rs. 15600-39100+ 7600	13	7	A
31	SENIOR PRIVATE SECRETARY	Level -11	Rs. 15600-39100+ 6600	18	18	A
32	PRIVATE SECRETARY	Level -10	Rs. 15600-39100+ 5400	24	21	A
33	PERSONAL ASSISTANT	Level -7	Rs. 9300-34800+ 4600	26	17	B
34	STENOGRAPHER	Level -6	Rs. 9300-34800+ 4200	39	19	B
<u>SIMULTANEOUS INTERPRETATION SERVICE</u>						
35	JOINT SECRETARY	Level -14	Rs. 37400-67000+ 10000	1	1	A
36	DIRECTOR (INTERPRETATION)	Level -13	Rs. 37400-67000+ 8700	3	3	A
37	ADDITIONAL DIRECTOR (INTERPRETATION)	Pre-revised	Rs. 15600-39100+ 8000	9	9	A
38	JOINT DIRECTOR (INTERPRETATION)	Level -12	Rs. 15600-39100+ 7600	10	5	A
39	SENIOR PARLIAMENTARY INTERPRETER	Level -11	Rs. 15600-39100+ 6600	5	0	A

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40	PARLIAMENTARY INTERPRETER	Level -10	Rs. 15600-39100+ 5400	8	5	A
<u>PRINTING & PUBLICATIONS SERVICE</u>						
40	*DIRECTOR (P & P)	Level -13	Rs. 37400-67000+ 8700	-	0	A
41	ADDITIONAL DIRECTOR (P & P)	Pre-revised	Rs. 15600-39100+ 8000	2	2	A
42	JOINT DIRECTOR (P & P)	Level -12	Rs. 15600-39100+ 7600	2	2	A
43	DEPUTY DIRECTOR (P & P)	Level -11	Rs. 15600-39100+ 6600	3	3	A
44	PRINTING OFFICER	Level -10	Rs. 15600-39100+ 5400	4	4	A
45	ASSISTANT PRINTING OFFICER	Level -8	Rs. 9300-34800+ 4800	10	10	B
46	PRINTING ASSISTANT	Level -7	Rs. 9300-34800+ 4600	10	4	B
47	PROOF READER	Level -6	Rs. 9300-34800+ 4200	24	4	B
<u>REPROGRAPHERS SERVICE</u>						
48	SENIOR REPROGRAPHER	Level -6	Rs.9300-34800+4200	3	3	B
49	REPROGRAPHER GRADE-I	Level -5	Rs. 5200-20200+ 2800	6	6	B
50	BINDER GRADE-I	Level -5	Rs. 5200-20200+ 2800	1	1	B
51	REPROGRAPHER GRADE-II	Level -4	Rs. 5200-20200+ 2400	9	9	C
52	BINDER GRADE-II	Level -4	Rs. 5200-20200+ 2400	1	0	C
*The post of Director (P&P) has been downgraded to the post of Printing Officer.						
<u>EDITORIAL AND TRANSLATION SERVICE</u>						
53	JOINT SECRETARY	Level -14	Rs. 37400-67000+10000	1	1	A
54	DIRECTOR (E & T)	Level -13	Rs. 37400-67000+ 8700	3	3	A
55	ADDITIONAL DIRECTOR (E & T)	Pre-revised	Rs. 15600-39100+ 8000	6	6	A
56	JOINT DIRECTOR (E & T)	Level -12	Rs. 15600-39100+ 7600	7	7	A
57	DEPUTY DIRECTOR (E & T)	Level -11	Rs. 15600-39100+ 6600	25	25	A
58	EDITOR	Level -10	Rs. 15600-39100+ 5400	32	13	A
59	TRANSLATOR	Level -8	Rs. 9300-34800+ 4800	55	7	B

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					(including 1 in situ)	
<u>PARLIAMENT SECURITY SERVICE</u>						
<u>Non-Technical Wing</u>						
60	DIRECTOR (S)	Level -13A	Rs. 37400-6700+8900	1	1	A
61	SPECIAL DIRECTOR (S)	Level-13	Rs. 37400-67000+ 8700	1	1	A
62	ADDITIONAL DIRECTOR (S)	Pre-revised	Rs. 15600-39100+ 8000	5	5	A
63	JOINT DIRECTOR (S)	Level -12	Rs. 15600-39100+ 7600	9	3	A
64	DEPUTY DIRECTOR (S)	Level -11	Rs. 15600-39100+ 6600	13	13	A
65	SECURITY OFFICER	Level -10	Rs. 15600-39100+ 5400	21	7	A
66	ASSISTANT SECURITY OFFICER	Level -8	Rs. 9300-34800+ 4800	45	45	B
67	SECURITY ASSISTANT GRADE-I	Level -7	Rs. 9300-34800+ 4600	59	33	B
68	SECURITY ASSISTANT GRADE-II	Level -6	Rs. 9300-34800+ 4200	78	8	B
<u>Technical Wing</u>						
69	JOINT DIRECTOR (Technical)	Level -12	Rs. 15600-39100+ 7600	1	1	A
70	SECURITY OFFICER (Technical)	Level -10	Rs. 15600-39100+ 5400	1	1	A
71	ASSISTANT SECURITY OFFICER (TE Level -8	Rs. 9300-34800+ 4800	7	2	B	
72	SECURITY ASSISTANT GRADE-I (Te Level -7	Rs. 9300-34800+ 4600	7	2	B	
<u>Sanitation Wing</u>						
73	SANITARY ATTENDANT GRADE-I	Pre-revised	Rs. 5200-20200+ 2200	14	14	C
74	SANITARY ATTENDANT GRADE-II	Level -3	Rs. 5200-20200+ 2000	17	5	C
75	SANITARY ATTENDANT GRADE-II/F Level -2	Rs. 5200-20200+ 1900	20	2	C	
<u>DRIVERS & DESPATCH RIDERS SERVICE</u>						
76	STAFF CAR DRIVER (SPECIAL GRADE-I	Level -7	Rs. 9300-34800+4600	5	4	B
77	STAFF CAR DRIVER GRADE-I	Level -6	Rs. 9300-34800+4200	8	8	B

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78	STAFF CAR DRIVER GRADE-II	Level -5	Rs. 5200-20200+ 2800	10	2	C
79	STAFF CAR DRIVER (ORD. GRADE)-	Level -4	Rs. 5200-20200+ 2400	11	4	C
<u>DESPATCH RIDER</u>						
80	DESPATCH RIDER (SPECIAL GRADE	Level -7	Rs.9300-34800+4600	1	0	B
81	DESPATCH RIDER GRADE-I	Level -6	Rs.9300-34800+4200	2	0	C
82	DESPATCH RIDER GRADE-II	Level -5	Rs.5200-20200+2800	2	0	C
83	DESPATCH RIDER (ORDINARY GRA	Level -4	Rs.5200-20200+2400	4	4	C
					+5(Excess Persons)	
<u>MESSENGER SERVICE</u>						
84	SENIOR CHAMBER ATTENDANT (SP	Level-5	Rs.5200-20200+2800	4	4	C
85	SENIOR ATTENDANT (SPECIAL GRA	Level-5	Rs.5200-20200+2800	6	0	C
86	PERSONAL ATTENDANT TO CHAIRM	Level-4	Rs.5200-20200+2400	12	4	C
87	SENIOR ATTENDANT	Level-4	Rs.5200-20200+2400	18	17	C
88	ATTENDANT GRADE-I/CHAMBER A'	Pre-revised	Rs.5200-20200+2200	70	70	C
					+81 (Excess Persons)	
					(including 1 with lien)	
89	ATTENDANT GRADE-II	Level-3	Rs. 5200-20200+ 2000	85	85	C
					+1 (Excess Person)	
90	#ATTENDANT GRADE-III	Level-2	Rs. 5200-20200+ 1900	106	29	C
					(including 1 under suspension)	
					(including 3 with lien)	
91	BEARER GRADE-I	Level-5	Rs.5200-20200+2800	2	0	C
92	BEARER GRADE-II	Level-4	Rs.5200-20200+2400	1	1	C
					+2 (Excess Person)	
#Consequent upon en-cadrement of the ex-cadre post of Attd. Grade-III in the Office of Hon'ble Chairman, Rajya Sabha						
<u>RSTV</u>						
93	DIRECTOR (FINANCE & ACCOUNTS	Level -13	Rs. 37400-67000+8700	1	1	A
94	DIRECTOR (ADMINISTRATION)	Level -13	Rs. 37400-67000+8700	1	1	A
95	ADDITIONAL DIRECTOR (ADMINIS	Pre-revised	Rs.15600-39100+8000	1	1	A
96	JOINT DIRECTOR (ADMINISTRATIO	Level -12	Rs.15600-39100+7600	2	1	A
97	DEPUTY DIRECTOR (ADMINISTRAT	Level -11	Rs.15600-39100+6600	3	1	A
98	EXECUTIVE OFFICER (FINANCE & A	Level -10	Rs.15600-39100+5400	1	1	A
99	EXECUTIVE OFFICER (ADMINISTRA	Level -10	Rs.15600-39100+5400	3	2	A
100	ACCOUNTS OFFICER	Level -10	Rs.15600-39100+5400	1	1	A
101	CHANNEL ASSISTANT (FINANCE & .	Level -7	Rs. 9300-34800+4600	3	3	B
102	CHANNEL ASSISTANT (ADMINISTR.	Level -7	Rs. 9300-34800+4600	9	9	B

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103	CHANNEL ASSISTANT (RSTV)	Level -7	Rs. 9300-34800+4600	1	1	B
104	CASHIER - 1	Level -4	Rs. 5200-20200+2400	1	1	C
105	JUNIOR CHANNEL ASSISTANT	Level -4	Rs. 5200-20200+2400	20	11	C
106	ATTENDANT GRADE-III	Level-2	Rs. 5200-20200+ 1900	20	0	C
TOTAL				1728	1304	

TENURE POSTS

LEGISLATIVE, FINANCIAL, EXECUTIVE AND ADMINISTRATIVE SERVICE

107	UNDER SECRETARY	Level -11	Rs. 15600-39100+6600	1	1	A
108	EXECUTIVE OFFICER	Level -10	Rs. 15600-39100+ 5400	1	1	A
109	SENIOR SECRETARIAT ASSISTANT	Level -6	Rs. 9300-34800+ 4200	1	1	B
110	SECRETARIAT ASSISTANT	Level -4	Rs. 5200-20200+ 2400	4	2	C

PRIVATE SECRETARIES AND STENOGRAPHIC SERVICE

111	OSD to LOP	Level -13	RS. 37400-67000+8700	1	1	A
112	SECRETARY TO LEADER OF OPPOSITION	Pre-revised	Rs. 15600-39100+8000	1	1	A
113	DEPUTY DIRECTOR (PSSS) FOR HDC	Level -12	Rs. 15600-39100+7600	1	1	A
115	OFFICER ON SPECIAL DUTY (FOR H)	Level -13	RS. 37400-67000+8700	1	0	A
116	DIRECTOR (PSSS)	Level -13	RS. 37400-67000+8700	1	1	A
117	ADDITIONAL PRIVATE SECRETARY	Level -11	Rs. 15600-39100+ 6600	1	1	A
118	ASSISTANT PRIVATE SECRETARY	Level -8	Rs. 9300-34800+4800	1	2	B
119	SENIOR PRIVATE SECRETARY	Level -11	Rs. 15600-39100+ 6600	26	19	A
(2 Posts kept in abeyance)						
120	PRIVATE SECRETARY	Level -10	Rs. 15600-39100+ 5400		6	A
121	PERSONAL ASSISTANT	Level -7	Rs. 9300-34800+ 4600	7	6	B
122	ADDITIONAL PERSONAL ASSISTANT	Level -6	Rs. 9300-34800+4200	1	1	B
123	(HON'BLE DEPUTY CHAIRMAN)					

DRIVERS AND DESPATCH RIDERS SERVICE

124	STAFF CAR DRIVER GRADE-O.G.	Level -4	Rs. 5200-20200+ 2400	1	1	C
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MESSENGER SERVICE

125	PERSONAL ATTENDANT TO CHAIRMAN	Level -4	Rs. 5200-20200+ 2400	2	0	C
(1 Posts kept in abeyance)						
126	ATTENDANT GRADE-II	Level -3	Rs. 5200-20200+ 2000	1	1	C
127	ATTENDANT GRADE-III	Level -2	Rs. 5200-20200+ 1900	28	23	C
(1 Posts kept in abeyance)						

**NEWLY CREATED POSTS FOR THE OFFICE OF FORMER VICE-PRESIDENT OF INDIA W.E.F. 11TH AUGUST, 2017
(The posts are initially sanctioned upto 28th February, 2018)**

128	PRIVATE SECRETARY	Level -13	RS. 37400-67000+8700	1	1	A
129	ADDITIONAL PRIVATE SECRETARY	Level -11	Rs. 15600-39100+ 6600	1	1	A
130	PERSONAL ASSISTANT	Level -7	Rs. 9300-34800+ 4600	1	1	B

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131	PEON	Level -1	Rs. 5200-20200+ 1800	2	2	C
TOTAL				84*	74	

*84+4 posts kept in abeyance (one post of Personal Attendant to Chairman, one post of Attendant Gr. -III and two posts of Sr. Private Secretary)

JUDGES INQUIRY COMMITTEE

132	Secretary to the Committee	Level -17	Rs. 80,000/- (fixed) Rs. 2,25,000 (fixed)	1	1	A
133	Joint Secretary (Admn/ Vigilance)	Level -14	Rs. 37400-67000+Rs.10000	1	1	A
134	Deputy Director (Admn. /Vigilance)	Level -12	Rs. 15600-39100+ Rs.7600/	2	0	A
135	Deputy Director (P.S. & Steno Service)	Level -12	Rs. 15600-39100+ Rs.7600/	2	1	A
136	Assistant (Admn.)	Level -7	Rs. 9300-34800+Rs. 4600/-	2	1	B
137	Personal Assistant	Level -7	Rs. 9300-34800+ Rs. 4600/-	3	0	B
138	Staff Car Driver (Ordinary Grade)	Level -4	Rs. 5200-20200+ Rs. 2400/-	2	0	C
139	Attendant Grade -III	Level -2	RS. 5200-20200+ Rs. 1900/	3	0	C
TOTAL				16	4	