



**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**  
"A State University established by the Govt. Of NCT of Delhi"  
SECTOR-16 C, DWARKA, NEW DELHI-110078



No.F.1(6)(9)/2022/Pers.-II/6045

Dated the 19<sup>th</sup> Dec., 2022

**OFFICE MEMORANDUM**

**Subject : Policy for regulation of consolidated salary/ remuneration payable to the employees engaged on contract basis within the ambit of Ordinance 14 of the University.**

In compliance with the provision laid down in Ordinance 14 under sub clause 4.0 and 9.0, the Competent Authority has approved the policy for the fixation of consolidated salary of the contractual employee of the University with perks and privileges to be admissible for contractual employees consequent upon their appointment in the University purely on contract basis as under:

- (1) The fresh candidates, (Who are either not employed anywhere prior to joining in this University or employed in private institution/organization.) upon appointment on contractual basis, may be paid the consolidated salary comprising minimum basic pay of the level attached to the post, on which, the person appointed plus applicable rate of Dearness Allowance on the date of appointment with further proviso that :-
  - (i) Under certain exceptional circumstances, the consolidated salary is negotiable and the Competent Authority has the discretion to fix the consolidated salary in deviation to the above said formula depending upon the qualification of the person, so appointed, with additional stipulation that:-
    - (a) the consolidated salary, once fixed, shall remain the same during the currency of contract period ;
    - (b) The consolidated salary may be revisable upon the extension of contract, if any;
    - (c) The consolidated salary, so fixed, shall not be more than the emoluments/initial salary drawn by the regular incumbent occupying the same post;

*by*  
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*Dr. Anil Kumar*  
19/12/22

(d) And in no case, the consolidated salary, so fixed, shall be more than the consolidated salary of the person, so appointed on contract basis on the next higher grade post in the hierarchy.

(2) The candidates, who have retired from Govt./PSU/Autonomous Bodies/Military/Para-Military Forces and are not drawing any pension may be paid the consolidated salary comprising minimum basic pay of the level attached to the post, on which, appointed plus applicable rate of Dearness Allowance, on the date of appointment with further proviso that :-

(i) Under certain exceptional circumstances, the Competent Authority has the discretion to fix the consolidated salary in deviation of above said formula depending upon the status, experience and qualification of the person, so appointed within the provision and ambit of Ordinance 14 with additional stipulation that :-

(a) The consolidated salary, once fixed, shall remain the same during the currency of contract period;

(b) The consolidated salary may be revisable upon the extension of contract, if any;

(c) The consolidated salary of the person shall not be more than the consolidated salary of the contractual employee fixed by the Competent Authority of the person appointed on the immediate next higher grade post in the hierarchy;

(d) The consolidated salary shall also not be more than the initial gross emoluments of the person, so appointed, on the same post on regular basis;

(3) The candidates who have retired from Govt./PSU/Autonomous Bodies/Military/Para-Military Forces and drawing pension may be paid consolidated salary comprising minimum basic pay of the level attached to the post, on which, appointed plus applicable rate of Dearness Allowance on the date of appointment with further stipulation that:-

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(i) Under certain exceptional circumstances, the Competent Authority has the discretion to fix consolidated salary in deviation of above formula depending upon the status, experience and qualification of the person so appointed within the provision and ambit of Ordinance 14 with additional stipulation that:-

- (a) The consolidated salary, once fixed, shall remain the same during the currency of contract period ;
- (b) The consolidated salary may be revisable upon the extension of contract, if any;
- (c) The consolidated salary, so fixed plus Basic Pension of retired person shall always remain less than the total emoluments last drawn before retirement;
- (d) The consolidated salary of the person shall not be more than the consolidated salary of the contractual employee fixed by the Competent Authority of the person appointed on the immediate next higher grade post in the hierarchy;
- (e) The consolidated salary, so fixed, shall also not be more than the gross initial emoluments of the person so appointed on the same post on regular basis;

The following perks & privileges shall also be admissible to person appointed on contract basis: -

Name of the Item	Pay level	Amount (per month)	Proposed Amount for reimbursement in the case of contractual employees (Rs. per month)
(Newspaper/ Magazine)	Pay Level 14 and 15	Rs 1100/-	Rs 1100/-
	Pay Level 13	Rs 850/-	Rs 850/-
	Pay Level 8 to 12	Rs 500/-	Rs 500/-
Mobile, Internet and Landline Charges.	Pay Level 14 and 15	Rs 4200/-	Rs 4200/- subject to actual consumption
	Pay Level 12 and 13	Rs 3000/-	Rs 3000/- subject to actual consumption

Note :

1. The amount payable for mobile instrument shall not admissible for contractual employee.
2. The above perks and privileges shall be revised on the revision of rates as per University's order issued time to time.

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The Medical facility, however will be as per the University Medical Attendance and Treatment Regulations 2000(Revised), clause 2 (ii) which provides that the scheme shall apply to the employees who are in continuous contract, or on adhoc service for a period of more than one year, the same may be provided if he/she is not covered under any medical scheme from previous employer as per the Clause 9.0 of Ordinance 14.

This issues with the approval of the Competent Authority.

  
(BHUPINDER SINGH)  
DEPUTY REGISTRAR (Pers.-II)

No.F.1(6)(9)/2022/Pers.-II/6045

Dated the 19<sup>th</sup> Dec., 2022

Copy forwarded to the following for information & necessary action:-

1. All Deans/ Director/ Branch Officers, GGS Indraprastha University.
2. Controller of Finance, GGS Indraprastha University.
3. Controller of Examinations - I, GGS Indraprastha University.
4. Controller of Examinations - II, GGS Indraprastha University.
5. OSD to Vice-Chancellor, GGS Indraprastha University.
6. Library In-Charge, UIRC, GGS Indraprastha University.
7. Superintendent Engineer, UWD, GGS Indraprastha University.
8. All Joint Registrars/ Dy. Registrars / Finance Officers/ Assistant Registrars/ PRO/ Branch In-charges, GGS Indraprastha University.
9. AR to O/o Hon'ble Vice Chancellor, GGSIP University
10. AR to O/o Registrar, GGSIP University
11. In-charge, UITS Cell for uploading the Order on the University's website.
12. Notice Board.
13. Guard file.

  
(NAVEEN KUMAR BUDHIRAJA)  
ASSISTANT REGISTRAR (Pers.-II)