

**NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A GOVT. OF INDIA ENTERPRISE)**

Corporate Office: PLOT NO.67 – 68, SECTOR-25, FARIDABAD-121004 (HARYANA)
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No.500117/Pro./116

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CIRCULAR-C-09/P-09

Sub:- NPCC Promotion Policy & Rules 2009.

The NPCC Promotion Policy & Rules 2009 of Regular Employees (on the rolls of the Company) in Executive & Non-Executive categories effective from **July,2009** is enclosed herewith as **Annexure-I** (containing Pages 01 to 14).

This is in supersession of all earlier Promotion Policy issued to this effect.

Sd/-
(K.K.GUPTA)
CHIEF MANAGER (HR)

DISTRIBUTION:-

1. All Zonal Mangers, NPCC Ltd., - for wide circulation amongst the regular employees with a request to forward the said circular to all Units under their control.
2. All Divisional Heads, NPCC Ltd., C.O. Faridabad- for wide circulation amongst the regular employees with a request to forward the said circular to all Sectional Heads under your control
3. The Company Secretary, NPCC Ltd., C.O. Faridabad.
4. The Said Circular placed in public domain i.e. www.npcc.gov.in

SPS TO CMD / PS TO D (ENGG.) & D (FIN.)

NPCC PROMOTION POLICY & RULES, 2009

1. TITLE, COMMENCEMENT & APPLICABILITY:

- 1.1 These will be called “**NPCC Promotion Policy & Rules, 2009**”
- 1.2 These will come into force with effect from **July, 2009**.
- 1.3 These shall be applicable to all NPCC employees (on the regular rolls of the Company) in Executive and Non-Executive categories including those who are sent on deputation/secondments to other Organization(s); but exclude the following:
 - 1.3.1 Those who are appointed for a limited tenure, such as appointments on contract basis for a particular period/specific assignments or project etc., superannuated persons re-appointed in the Company's service or are serving Company on extension of service after attaining the age of superannuation and those appointed on a purely casual or temporary basis or on ad-hoc basis for a fixed tenure;
 - 1.3.2 Those who are on deputation to the Company or who retain lien on the service of their parent organization till the termination of the lien and absorption in the Company and
 - 1.3.3 NPCC employees appointed by other Organizations, but allowed to retain lien in the Company.

2. BASIC PRINCIPLES AND OBJECTIVES

- 2.1 To provide all employees of NPCC a broad equality of opportunity in matter of career prospects and growth during their service in the Corporation.
- 2.2 To ensure fairness equitability consistency and uniformity in the matter of promotion of employees of the Corporation.
- 2.3 To recognize and reward employees for their contribution to the growth of the Organization.
- 2.4 To raise and sustain a sound work culture with high morale of all employees by way of awareness of the promotional opportunities, mode of criteria to be followed in matters of promotion.
- 2.5 To provide adequate avenues of career advancement at all levels consistent with merit, suitability, performance and professional attainments of the employees, commensurate with the business operational needs of the Company to sustain in the competitive environment.
- 2.6 To augment Training & Human Resource Development initiatives and on the job experience, so that employees acquire requisite academic / professional qualifications for furthering their career prospects.
- 2.7 To maintain high morale of the employee in the Company.

- 2.8 To provide a transparent system and procedure for the career development.
- 2.9 The guiding principle underlying the Promotion Policy of the Company aims at generating career growth from within the Organization. It will be the Company's endeavour to look within the organization for suitable persons with requisite academic/professional qualification, expertise & skills and merit for filling up the posts for manning the levels of hierarchy by the right and capable personnel
- 2.10 To provide adequate opportunity, encouragement and career growth to the employees consistent with their contribution to the growth of the Organization. NPCC will endeavour to motivate and enthuse its employees at all levels for better and more effective performance for rewarding them with promotion, commensurate with their merit, ability & experience.
- 2.11 To ensure fairness, consistency and uniformity in the matter of promotions;
- 2.12 To provide equality of opportunity to all its employees for growth and career prospects; and
- 2.13 To keep the employees informed and make them aware of the kind of promotion opportunities and the basis/manner in which promotions will be effected.

3. DEFINITIONS:

- 3.1 **"Company" means National Projects Construction Corporation.**
- 3.2 "Board" means the Board of Directors of the Company.
- 3.3 "CMD" means the Chairman & Managing Director of the Company.
- 3.4 "Competent Authority" for promotions shall mean the Chairman & Managing Director or his authorized representative.
- 3.5 "Disciplinary Authority" shall mean an Authority as specified under 'NPCC Discipline and Appeal Rules'.
- 3.6 "Eligibility Period" means minimum length of 'qualifying service' required to be rendered by an employee in his existing grade/scale of pay and/or total length of service for being considered for selection for promotion to the next higher grade/scale of pay in his line of promotion, subject to fulfillment of all other requirements laid down in these Rules.

4. PROMOTION RULES

4.1 Classification of posts:

For the purpose of these Rules, various posts in operation in the Company have been divided into two cadres, namely Executive & Non-executive.

4.1.1 EXECUTIVE CADRE: Executive Cadre consists of following:

Sl. No.	Executive's Designation	IDA(I) Scale (In Rupees)	CDA(V) Scale (In Rupees)
E 8	Executive Director	20500-500-26500	18400-500-22400
E 7	Group General Manager	18500-450-23900	16400-450-20000
E 6	General Manager	17500-400-22300	14300-400-18300
E 5	Joint General Manager	16000-400-20800	14300-400-18300
E 4	Dy.G.M./Company Secretary/CMO	14500-350-18700	12000-375-16500
E 3	Sr.Manager/Dy.CMO	13000-350-18250	10000-325-15200
E 2	Manager / A.CMO	10750-300-16750	10000-325-15200
E 1	Deputy Manager/Medical Officer	8600-250-14600	8000-275-13500
E 0	Assistant Manager	6550-200-11350	6500-200-10500

4.1.2 NON-EXECUTIVE CADRE: Non-Executive Cadre consists of following:

Sl.No.	Non Executive's Designation	IDA (I) Scale(In Rupees)	CDA (V) Scale(In Rupees)
NE 7	Engineer/Sr. Asstt. Gr.I	5600-150-8600	5500-175-9000
NE 6	Asstt.Engineer/Sr.Asstt. Gr.II	5200-140-8000	4500-125-7000
NE 5	Assistant/Matron	5000-120-7400	4000-100-6000
NE 4	Jr. Asstt.Gr.I/Driver Gr.I/Head guardII	4700-110-5250-120-6450	3200-85-4900
NE 3	Jr. Asstt. Gr.II/Guard Gr.II	4600-100-5200-110-6300	3050-75-3950-80-4590
NE 2	ACM Gr.I/Driver Gr.II/ Sr Guard Gr.I	4500-90-5220-100-5920	2650-65-330-70-4000
NE 1	Sr ACM Gr.II/sr Guard Gr.III/Sr.Cook c B	4300-80-4700-90-5600	2610-60-3150-65-3540
NE 0	ACM/Guard	4100-60-4400-70-5100	2550-55-2660-60-3200

N.B: The IDA scale shown above is as per 1st Pay revision 1997, which is under revision, where as CDA scale shown is as per 5th Pay revision 1996, which is also under revision. Upon revision the above scale would deem to be replaced with revised scale.

4.2 General rules for Promotions:

- 4.2.1 **Promotion means:** Promotion shall mean movement of an **employee** from a post in a lower grade to a post in the next higher grade along the line of promotion, as prescribed in these rules. Jumping of scale(s) shall not be allowed, save in specific case(s) for Selection Posts, as may be specified in these Rules.
- 4.2.2 **Completion of prescribed "Eligibility Period":** All promotions shall be subject to completion of prescribed "Eligibility Period" as per "**Annexure-A**" on the cut-off date of 31st March of the year in which selections occur to coincide with the ACRs earned and other requirements as laid down in these Rules. Mere completion of "Eligibility Period" or fulfillment of eligibility criteria etc. will not confer any right of promotion to an employee.
- 4.2.3 **Seniority:** Seniority will be maintained, discipline wise, in each pay-scale up to JGM level and beyond in combined management cadre up to Executive Director.
- 4.2.4 **Promotions, subject to availability of vacancy:** Promotions shall be allowed subject to availability of vacancy which shall be decided by the Corporation every year before constitution of DPC based on inflation adjusted increase in turnover and adjustment made in various levels to maintain pyramid structure of Organization subject to overall broad strength shown in corporate plan approved by Board.

4.2.5 Screening Test for Promotions from Non-executive to Executive cadres: For inter Promotion from top rung non-executive post to lower rung executive post candidates will be required to undergo a Screening Test of qualifying nature which will be conducted by independent agency as appointed by the Competent Authority. Minimum qualifying marks in the Screening Test will be 40% of the total marks or as decided by the Competent Authority. Screening Test may comprise of Written Test (Objective Type). The Screening Test, being only qualifying in nature, the marks secured in the test will not be included in the over all marks for the selection, except that only the candidates qualifying in the said Screening Test will further be subjected to selection process for considering their promotion as per norms laid down in these Rules.

4.2.6 Composition of Departmental Promotion Committee (DPC): For Selection in Non-Executive Cadre, it is mandatory to have one member of the DPC from SC/ST community. For Executive Cadre posts, in the DPC, if none is an SC/ST Officer, a member belonging to SC/ST will be co-opted either from within the organization or from outside (from Govt. or Public Sector). Composition of Departmental Promotion Committee (DPC) for Executive and Non-Executive cadres shall be as prescribed hereunder. The Competent Authority to approve the panel shall be as defined in para 3.4. In cases where the panel approving authority is CMD, recommendations of the DPC shall be routed through the Director concerned.

Level of Promotion	DPC Composition
Executive Cadre	
GM to GGM & GGM to ED	2 Directors & one outside expert
DGM to JGM & JGM to GM	2 Director/ED & one outside expert
Sr. Manager to DGM	2 ED/ 2 GGM & one Outside Expert
Manager to Sr. Manager	2 ED/ 2 GGM & one Outside Expert
AM to Dy M & Dy M to Manager	2 GMs & one outside expert
Non-Executive Cadre:	
All Posts	3 DGMs

- i) Where ever the required position is not available in this Organization, out side Officials of equivalent or higher position shall be nominated.
- ii) The DPC Members can be of above indicated level or higher.
- iii) The DPC composition wherever Director is mentioned one shall be independent Director if in position.

4.2.7 Role of Departmental Promotion Committee (DPC): The Competent Authority shall have the powers to constitute the D.P.C. as considered appropriate by him. Role of DPC shall be

as under. This is illustrative and not exhaustive.

- (i) DPC shall consider the suitability or otherwise of the eligible employees for promotion to the next higher grade in the line of promotion as per these rules, on the basis of their qualification, service in the grade, performance and potential as reflected in the ACRs, interview/GD (only from position to JGM, GM, GGM & ED) as per the criteria attached in **Annexure-'B'** and other documents, relevant records in the personal files and any other information / reports having a bearing on the suitability for assuming positions in the next higher grade/post;
- (ii) DPC shall take into consideration the ACRs for the last three years being the minimum eligibility period prescribed for promotion to the post, immediately preceding the cut off date of 31st March of the year in which DPC meets for consideration for promotion;
- (iii) The DPC shall ensure uniformity, consistency and equitability while assessing general conduct, personality or downward trend in the appraisal ratings;
- (iv) DPC shall keep in mind all the relevant provisions of these Rules, including the norms for promotion and the selection criteria as prescribed for promotion for the post under consideration.
- (v) Subject to compliance with principles, minimum criteria and other conditions as mentioned above and subject to other relevant rules and orders in force in the Company, the DPC shall recommend for the approval of the Competent Authority, a panel of name of eligible employees, who are considered suitable for promotion to the next higher grade/posts.

4.2.8 Validity of the Panel: Panel of successful candidates recommended for promotion by the DPC and duly approved by the Competent Authority shall be valid for a period of one year from the date of its approval.

4.2.9 Reservation for SCs/STs/OBCs etc.: Reservation in favour of and rule related to candidates belonging to the SC/ST/OBC etc. for promotions within the Executive and Non-Executive Cadres, as applicable under the Presidential Directive in this regard from time to time, would be implemented.

4.2.10 Time for considering Promotions: All Promotions shall be considered once a year. "Eligibility period for completion of prescribed qualifying service shall reckoned as on the cut off date of 31st March of the year in which selections take place for considering for promotion to coincide with the ACRs earned. ACRs are written on a financial year basis i.e. April to March.

4.2.11 Effective Date of Promotion: As general rule, promotion shall take effect from the date of assumption of charge of the higher post. However, on the merits of an individual case or to meet a contingency of administrative nature, Chairman & Managing Director may decide to allow promotion(s) from the date of issue of orders or any prospective date, which may be so specified in the promotion order.

4.2.12 Probation Period: An employee upon promotion will be placed on probation for a period of 12 months. Depending on performance, the probation period may be extended but not exceeding by one year. On immediately completion of initial probation period or extended probation period competent authority shall convey the decision either to confirm on the promotion post or to revert him to the post held prior to promotion. In case no letter of extension is issued before completion of probation period employee is deemed to have completed the probation period.

4.2.13 Refusal of Promotion In the event of an employee refusing promotion for personal reasons, he will not be considered for promotion subsequent to his refusal, until such time the communicates in writing to the Management that he would accept promotion without any preconditions whatsoever. Further, an employee who has been called for selection for considering for promotion to the next higher grade/post, but declines to attend or fails to attend, shall be considered again only after a year in the next DPC.

4.2.14 Promotion of employee whose case is under disciplinary proceedings/criminal prosecution:

- i) A case of employee under suspension, disciplinary proceedings or criminal prosecution is to be specifically brought to the notice of the DPC.
- ii) DPC shall assess the suitability of such employees coming within the purview of eligibility criteria along with other eligible candidates. The assessment and the recommendations of the DPC shall be kept in a sealed cover. On the conclusion of the disciplinary proceedings /Criminal Prosecution, which results in dropping of allegations against the employee, the sealed cover shall be opened. In case of exoneration, effective date of employee's promotion will be determined with reference to the position assigned to him in the panel recommended by the DPC kept in the sealed cover. If however, any penalty is imposed as a result of the disciplinary proceedings or being found guilty in the criminal prosecution, findings of the sealed cover shall not be acted upon for the employee. His case for promotion may be considered by the next DPC in the normal course and having regard to the penalty imposed on him.

4.2.15 Employees Debarred from Promotion: Employees undergoing punishment under rules applicable to them shall not be considered for promotion during the period.

5 PROMOTIONS TO/IN EXECUTIVE CADRE:

5.1 Coverage:

All posts in the Executive Cadre are as under:

Sl.No.	Executive's Designation	IDA (I) Scale(In Rupees)	CDA (V) Scale(In Rupees)
E 8	Executive Director	20500-500-26500	18400-500-22400
E 7	Group General Manager	18500-450-23900	16400-450-20000
E 6	General Manager	17500-400-22300	14300-400-18300
E 5	Joint General Manager	16000-400-20800	14300-400-18300
E 4	Dy. G M/Company Secretary/C M O	14500-350-18700	12000-375-16500
E 3	Sr. Manager/Dy CMO	13000-350-18250	10000-325-15200
E 2	Manager/A. C.M.O.	10750-300-16750	10000-325-15200
E 1	Deputy Manager/Medical Officer	8600-250-14600	8000-275-13500
E 0	Assistant Manager	6550-200-11350	6500-200-10500

5.2 Norms for Promotion:

The norms for promotion to/in the Executive Cadre from one post to the next higher post shall comprise of the following:

5.2.1 Complying of the minimum "Eligibility Period and prescribed Educational Qualification:

As shown in Annexure-A

5.2.2 Qualifying in the selection as per prescribed factors of assessment/evaluation criteria and securing prescribed minimum aggregate/ overall marks for being empanelled by the DPC:

As shown in Annexure-B

5.3 Selection Process :

The selection process will comprise of assessment of Qualification, Experience, ACRs and performance in the interview/ DPC (including group discussions wherever prescribed).

6 PROMOTIONS IN NON-EXECUTIVE CADRE:

6.1 Coverage :

These cover the promotions, in the Non-Executive Cadre in the concerned group/functional area/discipline as under:

Sl.No.	Non Executive's Designation	IDA (I) Scale(In Rupees)	CDA (V) Scale(In Rupees)
NE 7	Engineer/Sr. Asstt. Gr.I	5600-150-8600	5500-175-9000
NE 6	Asstt.Engineer/Sr.Asstt. Gr.II	5200-140-8000	4500-125-7000
NE 5	Assistant/Matron	5000-120-7400	4000-100-6000
NE 4	Jr. Asstt.Gr.I/Driver Gr.I/Head guardI	4700-110-5250-120-6450	3200-85-4900
NE 3	Jr. Asstt. Gr.II/Guard Gr.II	4600-100-5200-110-6300	3050-75-3950-80-4590
NE 2	ACM Gr.I/Driver Gr.II/ Sr Guard Gr.I	4500-90-5220-100-5920	2650-65-330-70-4000
NE 1	Sr ACM Gr.II/sr Guard Gr.III/Sr.Cook c B	4300-80-4700-90-5600	2610-60-3150-65-3540
NE 0	ACM/Guard	4100-60-4400-70-5100	2550-55-2660-60-3200

6.2 Norms for Promotion :

The norms for promotion within the Non-Executive Cadre from one post to the next higher post in the concerned Group / Function / Discipline of these employees as mentioned in Rule 6.1 above, shall comprise of the following:

6.2.1 Complying of the minimum “Eligibility Period and prescribed Educational Qualification:

As shown in Annexure-C

6.2.2 Qualifying in the selection as per prescribed factors of assessment/evaluation criteria and securing prescribed minimum aggregate/ overall marks for being empanelled by the DPC:

As shown in Annexure-D

6.3 Selection Process:

The Selection process will comprise of assessment of Qualification, ACRs and evaluation by DPC.

7 SANCTION OF STRENGTH & VACANCIES:

Man-power strength will be sanctioned cadre/discipline wise, on a financial year basis. Vacancies for promotions from one level to the other will be calculated based on the total approved strength of all the posts in the next higher level. Number of vacancies shall be calculated on first of April each year considering normal growth in business order book, turnover target and pyramid organizational structure subject to overall broad strength shown in corporate plan approved by Board and Government if required. The vacancies shall include the vacancies existing on 1st April and those anticipated in next twelve months due to superannuation and secondments for more than twelve months period.

8 TRANSFER ON PROMOTION:

Where-ever considered necessary and desirable, in the interest of the organization, promotion will be subject to transfer from one Division/Department/Discipline to another Division/Department/Discipline, as may be decided by the Competent Authority. If promoted employees do not proceed to their respective place of posting on promotion within the stipulated time, their promotion will be forfeited and they will be reconsidered by only the next regular DPC held.

9 REPRESENTATION / APPEAL

An employee who is aggrieved by an order of promotion on the ground that he has been superseded may appeal or represent his case to the Competent Authority through proper channel. Representation/Appeal must be submitted within 30 days of the date of notification of promotion.

10 AMENDMENTS / INTERPRETATION AND RELAXATION:

The Company may, at any time, depending upon requirement, modify/amend or alter any of the Rules/Procedure of Promotion Policy in the overall interest of the Company.

The Chairman & Managing Director shall have the power to interpret these Rules, make minor correction in the policy with information to Board and in case of any doubt to provide clarification and his decision shall be final. He may also relax the provision of these Rules in individual cases of hardship for reasons to be recorded in writing.

Annexure -A**(Refer Rule 5.2)****NORMS FOR PROMOTIONS TO/IN EXECUTIVE CADRE
“MINIMUM ELIGIBILITY PERIOD & EDUCATIONAL QUALIFICATION**

Promotion	Educational Qualification in relevant field	Eligibility period
From GGM to Executive Director	Graduation in Engg./MBA/ MCA/ CA/ICWA/CS or equivalent	3 Years.
From GM to GGM	Graduation in Engg./MBA/ MCA/ CA/ICWA/CS or equivalent	3 Years.
From Jt. GM to GM	Graduation in Engg./MBA/ MCA/ CA/ICWA/CS or equivalent	4 Years.
From Dy. GM to Jt. GM	Graduation in Engg./MBA/ MCA/ CA/ICWA/CS or equivalent	4 Years.
From Sr. Manager to Dy. GM	Graduation in Engg./MBA/ MCA/ CA/ICWA/CS or equivalent	4 Years.
From Manager to Sr. Manager	Graduation in Engg./MBA/ MCA/ CA/ICWA/CS or equivalent	4 Years.
From Dy. Manager to Manager	Graduation in Engg./MBA/ MCA/ CA/ICWA/CS or equivalent	4 Years.
From Asst. Manager to Dy. Manager	Graduation in Engg./MBA/ MCA/ CA/ICWA/CS or equivalent	2 Years.
From Sr. Asst. (Gr-I) to Asst. Manager	Diploma in Engg. Graduation in Arts/Science/Comm./ComputerAppl. etc.	5 Years.

Note:

1. The Qualifications (academic / professional) mentioned above should be from a recognized University/Institute. The qualifications as mentioned above should be recognized by the Government statutory body. Equivalent qualifications if any shall be notified separately. Higher qualification than the above requirement would be given due weightage in relaxing eligibility period by appointing Authority.
2. Provisions for those who possess semi-professional qualifications, and have completed prescribed “Eligibility Period” for promotion to the next higher grade/post: For Promotion from Sr. Manager to DGM semi-professional qualifications like Diploma in Engg. or Intermediate of CA/ICWA/ CS or SAS or PG Diploma not equivalent to MBA etc. would be considered for promotion as DGM on completion of 28 years of total service in NPCC and in other Organizations.
3. Eligibility period in grade or grades can be relaxed by company in any year citing particular reason(s) viz. the delayed past promotion due to prolonged sickness of corporation, faster growth of company etc. with approval of Appointing Authority.

Annexure – B

(Refer Rule 5.2)

NORMS FOR PROMOTION TO/IN EXECUTIVE CADRE**FACTORS OF ASSESSMENT AND EVALUATION CRITERIA****MINIMUM AGGREGATE/OVERALL MARKS REQUIRED FOR BEING EMPANELLED BY THE D.P.C.**

Promotion		Factors of Assessment/Evaluation Criteria						Minimum Aggregate/Overall Marks required
From	To	Qualification	ACRs	Experience	GD	Interview / DPC	Total	
GGM	ED	-	60	10	10	20	100	75
GM	GGM	-	60	10	10	20	100	70
Jt. GM	GM	-	60	10	10	20	100	70
Dy. GM	Jt. GM	10#	60	10		20	100	70
Sr. Manager	Dy. GM	10#	60	10		20	100	70
Manager	Sr. Manager	20*	60	10		10	100	70
Dy. Manager	Manager	20*	60	10		10	100	70
A M	Dy. Manager	20*	60	10		10	100	70
Sr. Asst.GR-I	AM	20*	60	10		10	100	70

N. B. ACRs means: Annual Confidential Report; GD means: Group Discussion.

1. FORMATION OF PANEL: All Officers shall be entitled for promotion as per eligible criteria and marks obtained. However, actual nos. of promotion will depend upon no. of vacancies approved by competent authority.

2. Marks for Qualification will be assigned as under:

Possessing prescribed minimum educational qualification: 8 Marks# / 16 Marks*

Possessing additional/higher than prescribed Minimum qualification: 10 Marks# / 20 Marks*

One mark shall be allocated for each higher qualification acquired as approved by the competent authority.

3. Marks for ACRs: will be allocated year-wise for each grading like Outstanding(OS), Very Good(VG) and Good proportionately in relation to ACRs for last three years eligibility period.

The marks will be allocated as under :- (Considering Total ACR Marks 60)

Outstanding = 20

Very Good = 16

Good = 12

Fair = 10

4. **Group Discussion:** In the Group Discussion, the managerial skills and traits like communication, leadership, clarity of thought, self-confidence, group behavior etc. will be assessed. A Management Expert or Psychologist will be associated as a Moderator in the Team nominated for the purpose.
5. **Interview:** The purpose of the interview is to assess the suitability of the candidates for promotion to the next higher grade/post as per these rules. Marks (out of maximum marks allocated for Interview) shall be awarded by the DPC to the individual candidate, taking into consideration factors like professional knowledge, awareness with the latest trends in his professional field/job/functional area, ability to reason out logically, presentation of ideas coherently, environmental awareness, leadership, potential for decision making, communication skills, potential/attitude towards acceptance of higher responsibilities, commitment to the organization etc.
6. Minimum eligible experience will carry 6 marks. For every additional year of experience in the same grade one additional mark will be allocated.
7. **Qualifying in Screening Test:** For Non-Executive to Executive promotions as mentioned in Rule 4..2.5

Annexure-C**(Refer Rule 6.2)****NORMS FOR PROMOTIONS IN NON-EXECUTIVE CADRE****“ELIGIBILITY PERIOD & MINIMUM EDUCATIONAL QUALIFICATION”**

Promotion	Educational Qualification in relevant field	Eligibility period
From Asstt. Engineer/Sr.Asstt. Gr.II to Engineer/Sr. Asstt. Gr.I	Diploma in Engg. Graduation in Arts/Science/Comm./ComputerAppl. etc	5 Years.
From Assistant/Matron to Asstt. Engineer/Sr.Asstt. Gr.II	Diploma in Engg. Graduation in Arts/Science/Comm./ComputerAppl. etc	5 Years.
From Driver Gr.I/Jr. Asstt.Gr.I/Head guard I to Assistant/Matron	Diploma in Engg. Graduation in Arts/Science/Comm./ComputerAppl. etc	5 Years.
From Jr. Asstt. Gr.II/Guard Gr.II to Driver Gr.I/Jr. Asstt.Gr.I/Head guardI	Graduation in Arts/Science/Comm. /ComputerAppl. Etc/Tradesman ship	6 Years.
From ACM Gr.I/Driver Gr.II/ Sr Guard Gr.I to Jr. Asstt. Gr.II/Guard Gr.II	Intermediate in Arts/Science/Comm. Etc/ Driving licence/Tradesman ship etc.	6 Years.
From Sr ACM Gr.II/sr Guard Gr.III/Sr.Cook c B to ACM Gr.I/Driver Gr.II/ Sr Guard Gr.I	Intermediate in Arts/Science/Comm. Etc/ Driving licence/Tradesman ship etc.	6 Years.
From ACM/Guard to Sr ACM Gr.II/sr Guard Gr.III/Sr.Cook c B	Intermediate in Arts/Science/Comm. Etc/ Driving licence/Tradesman ship etc.	6 Years.

Notes

1. The qualification (academic/technical) mentioned above should be from a recognized University/Institute. The qualifications recognized by the Government as equivalent to the qualifications mentioned above will be accepted as such by the Company. Higher qualification than the above requirement shall be given due weightage in relaxing eligibility period by Competent Authority.
2. Eligibility period in grade or grades can be relaxed by company in any year citing particular reason(s) viz. the delayed past promotion due to prolonged sickness of Corporation, faster growth of Company etc. with approval of Competent Authority.

NORMS FOR PROMOTION IN NON-EXECUTIVE CADRE
FACTORS OF ASSESSMENT AND EVALUATION CRITERIA

MINIMUM AGGREGATE/OVERALL MARKS REQUIRED FOR BEING EMPANELLED BY THE D.P.C.

Promotion	Factors of Assessment/Evaluation Criteria				Minimum Aggregate/Overall Marks required
	Qualification	ACRs	DPC	Total	
From Asstt. Engineer/Sr.Asstt. Gr.II to Engineer/Sr. Asstt. Gr.I	20*	60	20	100	70
From Assistant/Matron to Asstt. Engineer/Sr.Asstt. Gr.II	20*	60	20	100	70
From Driver Gr.I/Jr. Asstt.Gr.I/Head guardI to Assistant/Matron	20*	60	20	100	70
From Jr. Asstt. Gr.II/Guard Gr.II to Driver Gr.I/Jr. Asstt.Gr.I/Head guardI	20*	60	20	100	70
From ACM Gr.I/Driver Gr.II/ Sr Guard Gr.I to Jr. Asstt. Gr.II/Guard Gr.II	20*	60	20	100	60
From Sr ACM Gr.II/sr Guard Gr.III/Sr.Cook c B to ACM Gr.I/Driver Gr.II/ Sr Guard Gr.I	10#	80	10	100	60
From ACM/Guard to Sr ACM Gr.II/sr Guard Gr.III/Sr.Cook c B	10#	80	10	100	60

N. B. ACRs means: Annual Confidential Report;

All official shall be entitled for promotion as per eligibility.

1. Marks for Qualification will be assigned as under:

Possessing prescribed minimum educational qualification: 8 Marks# / 16 Marks*

Possessing additional/higher than prescribed Minimum qualification: 10 Marks# / 20 Marks*

One mark shall be allocated for each higher qualification acquired as approved by the competent authority.

2. Marks for APARS ACRs will be allocated year-wise for each grading like Outstanding (OS), Very Good (VG) and Good proportionately in relation to ACRs for last three years eligibility period.

The marks will be allocated as under :- (Considering Total ACR Marks 60)

Outstanding	=	20
Very Good	=	16
Good	=	12
Fair	=	10

In case of change in ACR total marks, the allocation of marks will be changed proportionately.

3. Driver, Guard, ACM & Cook would go up to Jr Asst Grade-I only as shown above.
4. Eligibility period in grade or grades can be relaxed by company in any year citing particular reason(s) viz. the delayed past promotion due to prolonged sickness of corporation, faster growth of company etc. with approval of Appointing Authority.
5. All the promotion of non-executive cadre will be on the basis of DPC which will evaluate the suitability of candidate for promotion to the next higher grade/post as per rules of the Corporation. Marks shall be awarded by DPC to the Candidate taking into consideration factors like Job/Trade/Function/Knowledge/Discipline etc.

***BC-Circular 09**

**_*_

**NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A GOVT. OF INDIA ENTERPRISE)**

Corporate Office: PLOT NO.67 – 68, SECTOR-25, FARIDABAD-121004 (HARYANA)
Regd. : Office: 30-31, Raja House, Nehru Place, New Delhi-110019.

No.500160/RP/117

Dated:04.08.2009.

CIRCULAR-C-09/P-10

Sub:- NPCC Recruitment Rules 2009.

The NPCC Recruitment Rules 2009 of Regular Employees is enclosed herewith as **Annexure-I** (containing Pages 01 to 17).

This is in supersession of all earlier Recruitment Policy issued to this effect.

Sd/-
(K.K.GUPTA)
CHIEF MANAGER (HR)

DISTRIBUTION:-

1. All Zonal Managers, NPCC Ltd., - for wide circulation amongst the regular employees with a request to forward the said circular to all Units under their control.
2. All Divisional Heads, NPCC Ltd., C.O. Faridabad- for wide circulation amongst the regular employees with a request to forward the said circular to all Sectional Heads under your control
3. The Company Secretary, NPCC Ltd., C.O. Faridabad.
4. The Said Circular placed in public domain i.e. www.npcc.gov.in

SPS TO CMD / PS TO D (ENGG.) & D (FIN.)

NPCC RECRUITMENT RULES, 2009

These Rules are called the “NPCC Recruitment Rules, 2009”

1. Objectives: These Rules are designed

- 1.1 To enable the Corporation or Company to plan its manpower requirement in order to meet the organizational objectives and needs; and
- 1.2 To obtain and retain the right human resources material of appropriate skills, knowledge, aptitude and merit which will enable the Company to grow and develop into a premier Corporation.

2. Definitions

- 2.1 ‘Company’ means National Projects Construction Corporation (NPCC)
- 2.2 ‘Appointing Authority’ means the Chairman & Managing Director (CMD). Chairman & Managing Director may further delegate his vested power to any Director or Officer the power of making appointment of any post or specified category of posts.

3. Classification of Company Employees

3.1. The Company employees shall generally be classified as under:

- (i) Regular
- (ii) Probationer
- (iii) Temporary/Casual
- (iv) Contractual

3.2. ‘Regular’ employee is an employee who has been engaged against vacancy on the regular establishment of the Company and who has satisfactorily completed his probationary period of services. The term also includes those who are taken on deputation from a Government Department or Undertaking whether permanently absorbed or not.

- 3.3. 'Probationer' is an employee who is appointed with a view to being consider his/her for appointment on the regular establishment of the Company subject to his being found fit for regular appointment.
- 3.4. 'Temporary/Casual' employee is an employee who has been engaged on a temporary, casual or ad hoc basis for specified work of an essentially temporary nature at site likely to be completed with in a stipulated period i.e., less than three months.
- 3.5. 'Contractual' employee is an employee appointed on the basis of a "contract of appointment" for a specified period and / or assignment to project. The Consultant/Advisor appointed on contract for a specified job responsibilities at specified fee are excluded to be treated as contractual employees.

4. Introduction

The regular grade in the Company is given below. The grades and categories of positions, to which direct recruitment can be made are specified in along with the corresponding job specifications at **Annexure-'A'**. Except in the lower most grades, where direct recruitment is unavoidable, there is no specific quota of vacancies prescribed for recruitment from outside. The Company would like to provide maximum opportunity for its employees to grow within the organization by acquiring the necessary qualification, skills, knowledge and training. Even so, the Company may recruit from open market to positions for which suitable candidates are not available either internally or on deputation from other organizations according to job requirements.

Sl. No.	Executive's Designation	IDA(1)Scale(In Rupees	CDA(V) Scale (In Rupees
E 8	Executive Director	20500-500-26500	18400-500-22400
E 7	Group General Manager	18500-450-23900	16400-450-20000
E 6	General Manager	17500-400-22300	14300-400-18300
E 5	Joint General Manager	16000-400-20800	14300-400-18300
E 4	Dy.G.M./Company Secretary/CMO	14500-350-18700	12000-375-16500
E 3	Sr.Manager/Dy.CMO	13000-350-18250	10000-325-15200
E 2	Manager / A.CMO	10750-300-16750	10000-325-15200
E 1	Deputy Manager/Medical Officer	8600-250-14600	8000-275-13500
E 0	Assistant Manager	6550-200-11350	6500-200-10500

Sl. No.	Non-Executive's Designation	IDA(1)Scale(In Rupees	CDA(V) Scale (In Rupees
NE 7	Engineer/Sr.Asstt. Gr.I	5600-150-8600	5500-175-9000
NE 6	Asstt. Engineer/Sr.Asstt. Gr.II	5200-140-8000	4500-125-7000
NE 5	Assistant/Matron	5000-120-7400	4000-100-6000
NE 4	Jr.Asstt. Gr.I / Drivwer Gr.I/ Head Guard Gr.I	4700-110-5250-120-6450	3200-85-4900
NE 3	Jr.Asstt. Gr.II / Guard Gr.II	4600-100-5200-110-6300	3050-75-3950-80-4590
NE 2	ACM Gr.I /Driver Gr.II / Sr.Guard Gr.I	4500-90-5220-100-5920	2650-65-330-70-4000
NE 1	Sr.ACM Gr.II/Sr.Guard Gr.III/ Sr.Cook cB	4300-80-4700-90-5600	2610-60-3150-65-3540
NE 0	ACM / Guard	4100-60-4400-70-5100	2550-55-2660-60-3200

N.B: The IDA scale shown is as per 1st Pay revision 1997, which is under revision, where as CDA scale shown is as per 5th Pay revision 1996, which is also under revision. Upon revision the above scale would deem to be replaced with revised scale.

5. Deputation

- 5.1 The terms and conditions of deputation of employees to NPCC are decided in accordance with the rules of the Central Government/DPE or parent Organization as applicable.

6. Re-employment and appointment of Consultants / Advisors

- 6.1 **Re-employment:** In respect of certain special jobs, requiring the services of retired officers and staff of NPCC the Company may re-employ suitable persons to a level below in regular scale to his/her retired post for specified periods, subject to such re-employment being in accordance with the Company Policy/DPE Guidelines and orders.
- 6.2 **Appointment of consultant/Advisor:** In order to meet the specific job requirement, for want of expertise or shortage of Manpower, the Company with the specific approval of the Appointing Authority may appoint Consultants / Advisors on the basis of the guidelines and monthly fees as laid down from time to time for different grades by the Board of Directors in conformity with DPE Guidelines.

7. Recruitment of Contractual Employees:

- 7.1 To meet the short term peak requirements of business, Company with approval of Appointing Authority may engage persons on contractual basis for specified period at monthly remuneration and at conditions as prescribed from time to time.

8. Recruitment of Regular Employees:

- 8.1 Recruitment from the open market to posts up to pay level of Rs.8000/- (or other equivalent level) will be made with notification to the Employment Exchanges under the Employment Exchange (Compulsory Notification of Vacancies) Act, 1956. While considering the candidates recommended by the Employment Exchange, personnel engaged on casual/temporary/ad-hoc/contractual basis will also be considered.
- 8.2 Generally regular recruitment of personnel in the executive cadre shall be made after inviting applications from candidates in response to the job specifications through an advertisement in the National newspapers having good circulation in the various regions of the country. The advertisement shall indicate the job title, qualifications, experience, age limit and other salient aspects of the job and also the pay scale, allowances and the benefits afforded by the Company. The advertisement shall also indicate a format or availability of prescribed application forms with a nominated officer of the Company for intending candidates to apply. The sample format for application is enclosed at **Annexure-‘B’**
- 8.3 To meet requirements of the Company, recruitment for the posts of Engineers/Management Executives be made through campus interviews by deputing teams of senior officers to reputed Technical Institutions as selected / decided by the Competent Authority. Company may recruit engineer & Management postgraduate from institution of repute at higher post with higher scale giving due weightage of qualifications with approval of Competent Authority. All such selected candidates are required to serve the Company for a minimum period of two years. They are also required to execute a bond of Rs. One lac in this regard and submit one surety.
- 8.4 Such of the applicants as are screened as per the laid-down criteria and found qualified for being called for appearing in a written test and/or interview to be conducted by the nominated Selection Board may be reimbursed the actual travel expenses incurred by them not exceeding the first class/2nd AC railway fare to and fro from the place of their residence as indicated in their applications forms.

9. Special Reservation of Vacancies

The special reservation of vacancies provided for Scheduled Castes, Scheduled Tribes, other Backward Classes, Ex-servicemen, Handicapped and any other class of persons shall also be indicated as per statutory provisions. In accordance with the policy of the

Government for the upliftment of the socially and economically disadvantaged groups of the society, and the orders issued in this regard from time to time, vacancies will be reserved for being filled exclusively from scheduled castes, scheduled tribes, other Backward classes, physically handicapped persons and ex-servicemen to the extent provided for in the concerned orders. In addition to reservation of vacancies, the notified groups may also be given relaxation in upper age limits to the extent as applicable to respective group.

10. Selection procedure

10.1 All applications received in response to recruitment notification shall be scrutinized for the purpose of screening and short listing the candidates, for calling for interview /group discussion for selection. While it may be appropriate to afford opportunity to appear in the selection to all the applicants fulfilling the minimum prescribed qualifications, the mere possession of these qualifications will not confer a right on any candidate to be called for the selection and the Company may restrict selection to the more meritorious of the applicants through an appropriate process of initial screening.

10.2 Selection Committee of sufficient level & seniority including expert (s) from outside if so required will be constituted under the orders of the Appointing Authority or any other Director/Officer to whom power to constitute such committees is delegated for the purpose of conducting the written tests and/or interviews. The Selection Committee for recruitment will normally include an officer belonging to SC/ST. If no officer belonging to these class is available with the Company, efforts will be made to associate an officer of these class from outside.

10.3 The actual scheme of the tests/group discussion/interview will be recommended by the Selection Committee and approved by Appointing Authority depending upon the requirements of the job for which recruitment is made.

10.4 A minimum of 60% marks (50% for SC/ST/OBC) in the aggregate and also in the performance at the written test and / or interview will be required to enable the candidate to be finally selected. The selection Committee will recommend the panel of successful candidates in order of the total marks awarded to the Appointing Authority for approval.

10.5 After the Appointing Authority has approved of the panel, appointments will be made of the selected candidates in the order in which their names appear in the panel and as per roster points, subject to :

(i) He/She being found medically fit for appointment in the Company by a Registered Medical practitioner approved for conducting such medical examination in the format as placed at **Annexure-‘C’**.

(ii) His/her character and antecedents being verified by the Company and being found to be fit for employment in the Company in all respects. The format for verification of character and antecedents is at **Annexure ‘D’**. In case of adverse report, he / she will be discharged from employment.

10.6 The panel formed for recruitment will normally remain valid for one year.

11. Probation and Confirmation

11.1 All initial appointments in the Company as a result of direct recruitment in accordance with the rules contained herein, (except those of temporary, ad-hoc, casual, or contractual nature and those on foreign service or deputation terms from Government or other Public Undertakings) shall be treated as Probationer for a period of one year.

11.2 During the period of probation, he/she shall be liable to be discharged from the service of the Company without notice or without assigning any reasons at the sole discretion of the management.

11.3 The period of probation may be extended or curtailed in individual cases by the Appointing Authority on the merits of each case.

11.4 During the period of probation, he/she may be required to undergo such training as is called for, as per the requirement of their jobs. On successful completion of probation and the prescribed training course, the employee will be deemed to have been regularized and confirmed in the Company's employment.

11.5 Such of the direct recruits as are found unfit for regularization / confirmation during the period of probation and in training are liable to be discharged from service without notice, as provided for in Sub-rule 11.2.

12 Interpretation

The Appointing Authority shall be the authority to interpret these rules and his decision shall be final in this regard. However, he may in his discretion seek guidance of the Board of Directors on matters involving substantial questions of policy. The Appointing Authority will also have the authority to relax any of the provisions of these Rules in respect of a category or categories of persons for reasons to be recorded in writing.

Annexure A

MINIMUM QUALIFICATION & EXPERIENCE AND UPPER AGE LIMIT FOR VARIOUS POSTS

EXECUTIVES:-

S.NO	DESIGNATION/POSITION	QUALIFICATIONS IN PROFESSIONAL /MANAGEMENT CADRE	TOTAL Min. EXPERIENCE (Years)	UPPER AGE LIMIT (Years)
E.1.1	EXECUTIVE DIRECTOR (ENGG.)	Bachelor in Engg. /Addl.. Post Graduate Management preferred.	27 Yrs.	55
E 1.2	EXECUTIVE DIRECTOR (FIN.)	CA/ICWA/ MBA (Fin.) Multiple degree preferred.	27 Yrs.	55
E 1.3	EXECUTIVE DIRECTOR (H.R.)	MBA/ Additional Engg./LL.B Preferred	27 Yrs.	55
E 2.1	GROUP GENERAL MANAGER (Engg)	Bachelor in Engg. /Addl.. Post Graduate Management preferred.	25 Yrs.	52
E 2.2	GROUP GENERAL MANAGER (Fin.)	CA/ICWA/ MBA (Fin.) Multiple degree preferred	25 Yrs.	52
E 2.3	GROUP GENERAL MANAGER (H.R.)	MBA/ Additional Engg./LL.B Preferred	25 Yrs.	52
E 3.1	GENERAL MANAGER (Engg.)	Bachelor in Engg. /Addl.. Post Graduate Management preferred.	23 Yrs.	48
E 3.2	GENERAL MANAGER (Fin.)	CA/ICWA/ MBA (Fin.) Multiple degree preferred	23 Yrs.	48
E 3.3	GENERAL MANAGER (H.R.)	MBA/ Additional Engg./LL.B Preferred	23 Yrs.	48
E 4.1	JT. GENERAL MANAGER (Engg.)	Bachelor in Engg. /Addl.. Post Graduate Management preferred.	20 Yrs.	45
E 4.2	JT. GENERAL MANAGER (Fin.)	CA/ICWA/ MBA (Fin.) Multiple degree preferred	20 Yrs.	45
E 4.3	JT. GENERAL MANAGER (H.R.)	MBA/ Additional Engg./LL.B Preferred	20 Yrs.	45
E 5.1	DY. GENERAL MANAGER (Eng.)	Bachelor in Engg. /Addl.. Post Graduate Management preferred.	17 Yrs.	40
E 5.2	DY. GENERAL MANAGER (Fin.)	CA/ICWA/ MBA (Fin.) Multiple degree preferred	17 Yrs.	40
E 5.3	DY. GENERAL MANAGER (HR)	MBA/ Additional Engg./LL.B Preferred	17 Yrs.	40
E 5.4	COMPANY SECRETARY	CS Additional CA/MBA. PSU experience preferred.	15 Yrs.	40
E 6.1	SR. MANAGER (Engg.)	Bachelor in Engg. /Addl.. Post Graduate Management preferred.	12 Yrs.	35
E 6.2	SR. MANAGER (Fin.)	CA/ICWA/ MBA (Fin.) Multiple degree preferred	12 Yrs.	35
E 6.3	SR. MANAGER (H.R.)	MBA/ Additional Engg./LL.B Preferred	12 Yrs.	35
E 7.1	MANAGER (Engg.)	Bachelor in Engg. /Addl.. Post Graduate Management preferred.	08 Yrs.	30
E 7.2	MANAGER (Fin.)	CA/ICWA/ MBA (Fin.) Multiple degree preferred	08 Yrs.	30
E 7.3	MANAGER (H.R.)	MBA/ Additional Engg./LL.B Preferred	08 Yrs.	30
E 8.1	DY. MANAGER (Engg.)	Bachelor in Engg. /Addl.. Post Graduate Management preferred.	03 Yrs.	28
E 8.2	DY. MANAGER (Fin)	CA/ICWA/ MBA (Fin.) Multiple degree preferred	03 Yrs.	28
E 8.3	DY. MANAGER (H.R.)	MBA/ Additional Engg./LL.B Preferred	03 Yrs.	28
E 8.4	DY. MANAGER (Hindi)	M.A. (HINDI)	03 Yrs.	28
E 9.1	ASSTT. MANAGER (Engg.)	Bachelor in Engg. /Addl.. Post Graduate Management preferred.	NIL	25
E 9.2	ASSTT. MANAGER (Fin.)	CA/ICWA/ MBA (Fin.) Multiple degree preferred	NIL	25
E 9.3	ASSTT. MANAGER (H.R.)	MBA/ Additional Engg./LL.B Preferred	NIL	25
E 9.4	ASSTT. MANAGER (System)	M.C.A./B.E.(Computer Science)	NIL	25

NON- EXECUTIVES

S.No.	Designation/Position	Qualifications	TOTAL EXPERIENCE (Years)	Upper age limit (Years)
NE 1.1	ENGINEER	Diploma in Engg.	3 Yrs.	30
NE 1.2	SR. ASSTT. GR.I (P&A)/ HINDI	Graduate in any discipline. Preferred M.A. & M.A. (Hindi)	12 Yrs.	37
NE 1.3	SR. ASSTT. GR.I (FIN.)	B.Com. Preferred M.Com.	12 Yrs.	37
NE 1.4	SR. ASSTT. GR.I (SECURITY)	Graduate in any discipline. Preferred ex-serviceman.	12 Yrs.	37
NE 1.5	SR. ASSTT. GR.I (P.A.)	Graduate in any discipline with stenography speed of 80 words per minutes.	12 Yrs.	37
NE 1.6	SR. ASSTT. GR.I (Q.A.)		12 Yrs.	37
NE 1.7	SR. ASSTT. GR.I (CP)	Graduate with Diploma in Computer application.	12 Yrs.	37
NE 1.8	SR. ASSTT. GR.I (TECH.)	B.Sc.	12 Yrs.	37
NE 1.9	SR. ASSTT. GR.I (MEDICAL)	B. Pharmacy	12 Yrs.	37
NE 2.1	ASSTT. ENGINEER	Diploma in Engg	NIL	25
NE 2.2	SR. ASSTT. GR.II (P&A)/ HINDI	Graduate in any discipline . Preferred M.A. & M.A. (Hindi)	08 Yrs.	33
NE 2.3	SR. ASSTT. GR.II (FIN.)	B.Com. Preferred M.Com.	08 Yrs.	33
	SR. ASSTT. GR.II (TECH.)		08 Yrs.	33
NE 2.4	SR. ASSTT. GR.II (STENO)	Graduate in any discipline with stenography speed of 80 words per minutes.	08 Yrs.	33
NE 2.5	SR. ASSTT. GR.II (C.P.)	Graduate with Diploma in Computer application.	08 Yrs.	33
NE 2.6	SR.ASSTT. GR.II (SECURITY)	Graduate in any discipline. Preferred ex-serviceman.	08 Yrs.	33
NE 2.7	SR.ASSTT.GR.II (Q.A)	B.Sc.	08 Yrs.	33
NE 2.8	SR. ASSTT. GR.II (MEDICAL)	B. Pharmacy	08 Yrs.	33
NE 3.1	ASSISTANT (Q.A.)	B.Sc.	05 Yrs.	30
NE 3.2	ASSISTANT (TECH.)	B.Sc.	05 Yrs.	30
NE 3.4	ASSISTANT (P&A) / HINDI	Graduate in any discipline . Preferred M.A. & M.A. (Hindi)	05 Yrs.	30
NE 3.5	ASSISTANT (FIN.)	B.Com. Preferred M.Com.	05 Yrs.	30
	ASSISTANT (C.P.)	Graduate with Diploma in Computer application.	05 Yrs.	30
NE 4.1	DRIVER GR.I	Class -XII passed With valid Driving License	25 Yrs.	50
NE 4.2	JR.ASSTT.GR.I (ELECT.)	Class -XII. Diploma in Elect. from IIT.	05 Yrs.	30
NE 4.3	JR. ASSTT. GR.I (TECH.)	B.Sc.	05 Yrs.	30
NE 4.4	HEAD GUARD GR.I	Class-XII passed.	20 Yrs.	45
NE 5.1	JR.ASSTT. GR.I ((QA)	B.Sc.	NIL	25
NE 5.2	HEAD GUARD GR.II	Class-XII passed.	15	40
NE 5.3	JR. ASSTT. GR.I (FIN.)	B.Com.	NIL	25
NE 5.4	JR. ASSTT. GR.I (P&A)/HINDI	Degree in any discipline.	NIL	25
NE 6.1	SR.ACM GR.I	Class-XII passed	20 Yrs.	45
NE 6.2	DRIVER GR.II	Class-XII passed. With valid Driving License	15 Yrs.	40
NE 6.3	SR. GUARD GR.I	Class -XII passed	10 Yrs.	35
NE 7.1	SR.ACM GR.II	Class-XII passed	10 Yrs.	35
NE 7.2	SR.GUARD GR.II	Class-XII passed	05 Yrs.	30
NE 7.3	SR.COOK-CUM-BEARER	Class-XII passed	05 Yrs.	30
NE 8.1	ACM	Class-XII passed	NIL	25
NE 8.2	GUARD	Class-XII passed	NIL	25

Note:

1. The above are general indications of qualifications and experience required. The Company with approval of Appointing Authority may make appropriate changes in the case of individual recruitments that may be warranted by the needs of the Company and jobs from time to time.
2. Company, to attract talent for engineering/management graduate from Institute of repute like IIT/IIMs, may give relaxation in experience and offer higher post with the approval of appointing authority.
3. The Company with approval of Appointing Authority may also lay down or modify the existing job specifications with information to the Board according to the needs of the Company from time to time.

NATIONAL PROJECTS CONSTRUCTION CORPORATION

(A Government of India Enterprises)

Corporate Office: Plot No., 67-68, Sector – 25, FARIDABAD-121004, HARYANA.
Registered Office: 30-31, Raja House, Nehru Place, New Delhi-110019, DELHI

STATEMENT & DECLARATION TO BE GIVEN BY THE CANDIDATE FOR APPOINTMENT IN NPCC

1. Name (IN BLOCK LETTERS)
2. Age & Place of Birth
3. History of Ailments
 - (a) Have you ever had small pox, intermittent or any other fever, enlargement or suppression of glands, spitting of blood, asthma, heart disease, lung disease, fainting attacks, rheumatism or appendicitis?
OR
 - (b) Any other disease or accident requiring confinement to bed and medical or surgical treatment?
 - (c) Are you suffering from Diabetes Mellitus? (Enclose latest Lab. Report). When you were last vaccinated?
 - (d) Have you suffered from any form of nervousness due to over-work or any other cause ?
6. Furnish the following particulars concerning your family:

Father's age If living & state of health	Father's age at death & cause of death	No. of brothers living their ages & state of health	No. of brothers dead, their ages at and cause of death

Mother's age if living & state of health	Mother's age at death & cause of death	No. of sisters living, their ages & state of health	No. of sisters dead, their ages at and cause of death

7. Have you ever been medically examined. If yes, what was the result of medical examination ?
I declare all the above answers are correct to the best of my knowledge and belief.

Place :.....
Date :.....

Signature of the candidate

NATIONAL PROJECTS CONSTRUCTION CORPORATION

(A Government of India Enterprises)

Corporate Office: PLOT NO. 67-68, SECTOR – 25, FARIDABAD-121004, HARYANA.

Registered Office: 30-31, Raja House, Nehru Place, New Delhi-110019.

REPORT ON THE MEDICAL CHECK UP OF SHRI_____

1. Physical examination :
General development : Good_____Fair_____Poor_____
Nutrition : Thin _____Average_____Obese_____
Height (Without shoes)_____Weight_____
Best Weight_____When?_____Any recent change
In weight_____Temperature_____
2. Girth of Chest:_____
 - a. After full inspiration_____
 - b. After full expiration_____
3. Skin: Any obvious disease_____
4. Eyes:
 - a. Any disease_____
 - b. Night blindness_____
 - c. Defect in colour vision_____
 - d. Field of vision_____
 - e. Visual acuity:_____

Acuity of vision	Naked eye	With glasses	Strength of glasses		
			Sph.	Cyl.	Axis

Distant vision :

R.E.

L.E.

5. Ears: Inspection_____
Hearing: Right Ear_____Left Ear_____
6. Glands_____Thyroid_____
7. Condition of teeth_____
8. Respiration System: Does physical examination reveal anything abnormal in the respiratory organs?_____

9. Circulatory System:
- a. Heart: Any organic lesions? _____
 Rate: Standing _____
 After hopping 25 times _____
 2 minutes after hopping _____
 - b. Blood Pressure: Systolic _____ Diastolic _____
10. Abdomen: Girth _____ Tenderness _____ Hernia _____
- a. Palpable: Liver _____ Spleen _____ Kidneys _____ Tumors _____
11. Nervous System: Indications of nervous or mental disabilities

12. Loco-Motor System: Any abnormality? _____
13. Genito-Urinary System: Any evidence of Hydrocele. Varicocele etc. _____
 Urine Analysis :
- | | | | | | |
|-----|---------------------|-----|---------|-----|---------|
| (a) | Physical Appearance | (b) | Sp. Gr. | (c) | Albumin |
| (d) | Sugar | (e) | Casts | (f) | Cells |
14. Report of X-ray examination of Chest _____
15. Is there anything in the health of the candidate likely to render him unfit for efficient discharge of his duties in the service for which he is a candidate?
16. For which services has the candidate been examined and found in all respects qualified for the efficient and continuous discharge of his duties and for which of them is he considered unfit? _____
17. Is the candidate fit for Field Service? _____
- Results of Medical Examination :
- (i) Fit
 - (ii) Unfit on ground of _____
 - (iii) Temporarily unfit on account of _____

Place: _____

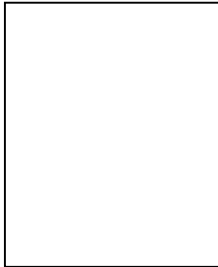
Date: _____

(Signature with Seal)

TO BE REFERRED TO; DISTRICT
MAGISTRATE/DY. COMMISSIONER/
COMMISSIONER OF POLICE

ATTESTATION FORM

Affix signed passport size (8 cm.) copy of
Recent photograph here:-



WARNING

1. **Furnishing of false information or suppression of any factual information in the Attestation Form would be a disqualification, and is likely to render the candidate unfit for employment in the Government/PSU.**
2. **If detained, convicted, debarred etc. subsequent to the completion and submission of this form, the details should be communicated immediately to the NPCC Limited, Plot No. 67-68, Sector-25, Faridabad, Haryana, or the authority to whom the attestation form has been sent earlier, as the case may be, failing which it will be deemed to be suppression of factual information.**
3. **The fact that false information has been furnished or that there has been suppression of any factual information in the Attestation Form comes to the notice at any time during the service of a person, his/her service would be liable to be terminated.**

1. NAME IN FULL (in block capitals with **SURNAME** **NAME**
Aliases, if any) Please indicate if you have
Added or dropped at any stage any part of
Your name of surname.
2. Present address in full (i.e. Village, Thana &
District, or House No. Lane/Street/Road &
Town.)
3. (a) Home Address in full (i.e. Village, Thana
& District, or House No. Lane/Street
Road Town & Name of Distt.
Headquarters.
(b) If originally a resident of Pakistan, the
Address in that country and the date of
Migration to Indian Union.
4. (a) Particulars of places (with periods of residences) where you have resided for
more than one year at a time during the preceding five years. In case of stay
abroad (including Pakistan) particulars of all places where you have resided for
more than one year after attaining the age of 21 years, should be given.

From To

Residential Address in full (i.e. Village, Thana and District or House No. the place mentioned in the preceding

4. (b)

Name in full (with aliases, if any) of	Nationality (by birth and/ or by domicile)	Place of Birth	Occupation, if employed, given designation & official address	Present Postal Address (if dead give last Address)	Permanent Home Address

1. Father

2. Mother

3. Wife/Husband

4. Brother(s)

5. Sister(s)

5 (a) Information to be furnished with regard to son(s) and/or daughter(s) in case they are studying/living in a foreign country.

Name	Nationality(by birth And/or by domicile)	Place of Birth	Country in which studying/living with full address	Date from which studying/living in the country mentioned in previous column.

6. Nationality

7. (a) Date of Birth
(b) Present age
(c) Age at Matriculation

8. (a) Place of Birth, District
and State in which situated
(b) District and State to which you belong
(c) District and State to which your father originally belong

9. Your religion
(a) Are you a member of Scheduled Caste
Or Scheduled Tribe or OBC?
(b) Answer 'Yes' or 'No' and if the answer is 'Yes', state the name thereof.

10. Educational Qualifications showing places of education with years is Schools and Colleges since 15th year of age

Name of School/ College with full Address	Date of entering	Date of leaving	Examination Passed

11. (a) Are you holding or have at any time held any appointment under the Central or State Government or Semi-Government or a Quasi-Government body, or any autonomous body or a Public Undertaking or a private firm or institution? If so, give full particulars with dates of employment upto date.
-

Period From To	Designation, emoluments & nature of Employment	Full Name & address Of employer	Reasons for leaving previous service

11. (b) If the previous employment was under the Government of India/or State Government /an Undertaking owned or controlled by the Government of India or a State Government, an autonomous body/University/local Body, and if you had left service on giving a month's notice under Rule 5 of the Central Civil Service (Temporary Service) Rules, 1965 or any similar corresponding rules, were any disciplinary proceedings framed against you, or had you been called upon to explain your conduct in any matter at the time you gave notice of termination of service or at a subsequent date before your services were actually terminated?
-

12. (a) Have you ever been arrested ? Yes/No
- (b) Have you ever been prosecuted ? Yes/No
- (c) Have you ever been kept under detention ? Yes/No
- (d) Have you ever been found drunk ? Yes/No
- (e) Have you ever been fined by Court of Law ? Yes/No
- (f) Have you ever been convicted by Court of Law ? Yes/No
- (g) Have you ever been debarred from any examination or rusticated by any University or any other Educational authority/Institution? Yes/No
- (h) Have you ever been debarred/ disqualified by any Public Service Commission from appearing at its Examination/Selection? Yes/No
- (i) Is any case pending against you in any Court of law at the time of filling up this Attestation Form ? Yes/No

If the answer to any of the above mentioned question is 'Yes', give full particulars of the case/arrest/detention/fine/conviction/punishment etc. and/ or the nature of the case pending in the Court/University/Educational authority etc. at the time of filling up this Form.

- NOTE:** 1. Please see the 'WARNING' at the top of this Attestation Form
2. Specific answers to each of the questions should be given by striking out ; 'Yes' or 'No' as the case may be.

13. Name of the two responsible persons 1 _____
of your locality or two references to _____
whom you are known _____
2. _____

I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstances which might impair my fitness for employment under Government/PSU.

Signature of Candidate

Date _____
Place _____

IDENTITY CERTIFICATE

(Certificate to be signed by any one of the following)

- (i) Gazetted Officers of Central or State Government
- (ii) Members of Parliament or State Legislature belonging to the constituency where the candidate or his parent / guardian is ordinarily a resident
- (iii) Sub-divisional Magistrates/Officers
- (iv) Tehsildar or Naib/Deputy Tehsildars authorized to exercise Magisterial Powers.
- (v) Principal/Head Master of recognized School / College/Institution where the candidate studied last.
- (vi) Block Development Officer
- (vii) Post Master
- (viii) Panchayat Inspectors.

Certified that I have known Shri/Smt./Kumari_____son/
daughter of Shri_____for the last_____
years_____ months and that to the best of my knowledge and belief
the particulars furnished by him/her are correct

Place_____ Signature_____

Dated_____ Designation & Status and Address
(With official seal)

TO BE FILLED BY THE OFFICE

- (i) Name designation & NPCC LIMITED
Full address of the (A Government of India Enterprises)
Appointing authority Plot No. 67-68, Sector – 25, Faridabad,
Haryana.
- (ii) Post for which the candidate _____
is being considered

NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A Govt. of India Enterprise)
PLOT NO.67-68, SECTOR-25, FARIDABAD-121004
CORPORATE OFFICE

No. Ref. No.500223/APAR/78

Dated: 24th June,2009.

OFFICE ORDER No.09/P-40

Subject:- Maintenance and preparation of Annual Performance Appraisal Reports-communication of all entries for fairness and transparency in public administration-reg.

Pursuant to DPE OM No.5(1)/2000-GM dtd.28.05.09 for implementation of guidelines issued by DoPT under O.M. No.21011/1/2005-Estt(A) (Pt-II) dtd.14.05.2009 on the above mentioned subject and with a view to make the Performance Appraisal system more consultative, transparent & for maintenance and preparation of Annual Performance Appraisal Reports and communicating all adverse entries to the concerned employees in fairness recorded in their ACRs now called as Annual Performance Appraisal Report (APAR), following provisions in line with the DoPT guidelines issued under O.M. as mentioned above is hereby made applicable in NPCC for maintenance and preparation of Annual Performance Appraisal Reports (APAR) & communicating the adverse entries to the employees **with effect from the reporting period 2008-09 which is to be initiated after 1st April,2009:-**

- i) The existing nomenclature of the 'Annual Confidential Report' **will be modified** as "**ANNUAL PERFORMANCE ASSESSMENT REPORT (APAR)**".
- ii) The full APAR including the overall grade and assessment of integrity shall be communicated to the concerned officer after the Report is complete with the remarks of the Reviewing Officer and the Accepting Authority wherever such system is in vogue. Where Government servant has only one supervisory level above him as in the case of personal staff attached to officers, such communication shall be made after the reporting officer has completed the performance assessment.
- iii) The Section entrusted with the maintenance of APARs after its receipt shall disclose the same to the officer reported upon.
- iv) The concerned officer shall be given the opportunity to make any representation against the entries and the final grading given in the Report within a period of 15 (Fifteen) days from the date of receipt of the entries in the APAR. The representation shall be restricted to the specific factual observations contained in the report leading to assessment of the officer in terms of attributes, work output etc. While communicating the entries, it

CONTD...P/2

- shall be made clear that in case no representation is received within the 15 (Fifteen) days, it shall be deemed that he/she **has no representation to make**. If the concerned APAR Section does not receive any information from the concerned officer on or before fifteen days from the date of disclosure, the APAR will be **treated as final**.
- v) The new system of communicating the entries in the APAR shall be made applicable prospectively only with effect from the reporting period 2008-09.
- vi) **The competent authority for considering adverse remarks under the existing instructions may consider the representation, if necessary, in consultation with the reporting and/or reviewing officer and shall decide the matter objectively based on the material placed before him within a period of 30 (Thirty) days from the date of receipt of the representation.**
- vii) The competent authority after due consideration may reject the representation or may accept and modify the APAR accordingly. The decision of the competent authority and the final grading shall be communicated to the officer reported upon within 15 (Fifteen) days of receipt of the decision of the competent authority by the concerned APAR Section.

The above guidelines are to be followed w.e.f. the report period of **2008-09** in right spirit and scrupulously.

This issues with the approval of the Competent Authority.

Sd/-
(K.K. GUPTA)
CHIEF MANAGER (HR)

Distribution:-

1. All Divisional Heads, NPCC Ltd., C.O. Faridabad-with a request to circulate the same to all Sectional Heads under their control immediately.
2. All Zonal Managers, NPCC Ltd.,- with a request to circulate this Order to all Units under their control immediately.
4. CVO, NPCC Ltd., C.O. Faridabad.
3. SM(L)/ M(NE)/M(EE)/DM(IR,CR,Disc.)/Company Secy./ TS (CPF), NPCC Ltd., C.O. Faridabad.

SPS TO CMD/PS-D(ENGG.)

NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A GOVT. OF INDIA ENTERPRISE)
Corporate Office: PLOT NO.67 – 68, SECTOR-25, FARIDABAD-121004 (HARYANA)
Regd. : Office: 30-31, Raja House, Nehru Place, New Delhi-110019.

No.500202/P/85

Dated: 02.07.2009.

OFFICE ORDER No.09/P-42

Consequent on allotment of new works awarded by 'Central Research Institute for Homoeopathy' Noida for expansion of 1st Floor & construction of 2nd Floor of the building of Central Research Institute for Homoeopathy in Noida, a New Unit with Project Number for the said work is, hereby allotted as detailed below with immediate effect:-

S.No.	Name of the Units	Unit No.	Projects No.
1	'CENTRAL RESEARCH INSTITUTE FOR HOMOEOPATHY (CRIH) UNIT, NOIDA	396	1343

The over all administrative control of the said Unit shall be under **Zonal Manager, U.P. Zone, Noida.**

This issues with the approval of the Competent Authority.

Sd/-
(K.K.GUPTA)
CHIEF MANAGER (HR)

DISTRIBUTION:-

2. Zonal Manager, NPCC Ltd., U.P. Zone, Noida- with a request to circulate the same to all Units under his control.
3. Project Manager, CRIH Unit, Noida – with a request to inform the Unit address for notification please.
4. All Divisional Heads, NPCC Ltd., C.O. – for information with a request to circulate the same to all Sectional Heads under their control.
5. All Zonal Managers, NPCC Ltd., - for information with a request to circulate the same to all Project Managers under their control.
6. CVO/C.S./SM(L)/M(NE)/M(EE)/DM(IR)/ACR/TS-CPF, NPCC Ltd., C.O.

SPS TO CMD / PS to D(E)

NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A GOVT. OF INDIA ENTERPRISE)
Corporate Office: PLOT NO.67 – 68, SECTOR-25, FARIDABAD-121004 (HARYANA)
Regd. : Office: 30-31, Raja House, Nehru Place, New Delhi-110019.

No.500202/P/93

Dated: 14.07.2009.

OFFICE ORDER No.09/P-45

Consequent on allotment of PMGSY works awarded by 'JSRRDA' Jharkhand in 4 different Districts is, hereby placed for execution under overall administrative control of Zonal Manager, Jharkhand Zone, Ranchi by allotting only the Project Nos. as detailed below, with immediate effect:-

S.N o.	Name of the Works awarded in the Districts	Project Nos. Allotted
1	PMGSY East Singhbhum	1344
2	PMGSY West Singhbhum	1345
3	PMGSY Saraikela	1346
4	PMGSY Latehar	1347

This issues with the approval of the Competent Authority.

Sd/-
(K.K.GUPTA)
CHIEF MANAGER (HR)

DISTRIBUTION:-

2. Zonal Manager, NPCC Ltd., Jharkhand Zone, Ranchi- with a request to circulate the same to all Units under his control.
3. All Divisional Heads, NPCC Ltd., C.O. – for information with a request to circulate the same to all Sectional Heads under their control.
5. All Zonal Managers, NPCC Ltd., - for information with a request to circulate the same to all Project Managers under their control.
6. CVO/C.S./SM(L)/M(NE)/M(EE)/M(IR)/ACR/TS-CPF, NPCC Ltd., C.O.

SPS TO CMD / PS to D(E)

NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A Govt. of India Enterprise)
Corporate Office: PLOT NO.67 – 68, SECTOR-25, FARIDABAD-121004 (HARYANA)
Regd. : Office: 30-31, Raja House, Nehru Place, New Delhi-110019.

Ref. No. 500202/P/ **100**

Dated : 22.07.2009.

N O T I F I C A T I O -09/07

1. The Postal Address of '**B' Type Quarters for Nalco Township Unit**, Angul (U.No.390) is as under:-

N.P.C.C. Ltd.,
Plot No.6273/9329 (1st Floor),
Opp. United Bank of India,
Nalco Nagar,
Angul-759145. Orissa

2. The present correspondence address of **IB Bridge Sundergarh Unit** (U.No.341) is at Talcher STPP Unit (U.No.181) as under:-

N.P.C.C. Ltd.,
Talcher STPP Unit,
Post- Deepsikha-759147
Distt. Angul, Orissa.

Sd/-
(M.N.NAUTIYAL)
MANAGER (P&A)

DISTRIBUTION:

2. The Zonal Manager, NPCC Ltd., BZO, Bhubaneshwar – with a request to circulate the same to all the Units under his control.
3. All Zonal Managers, NPCC Ltd., This may please be brought to the notice of all the Units under their control.
4. All Divisional Heads, NPCC Ltd., C.O. Fbd. With a request to circulate the same to all Sectional Heads under their control.
5. Project Managers, NPCC Ltd., Type Quarters for Nalco Township Unit/IB Bridge Sundergarh, Talcher STPP Unit.
6. CVO/SM(L)/M(NE)/M(EE)/M(DISC.,CR,IR)/TS-CPF, NPCC Ltd., C.O. Faridabad

SPS TO CMD /PS TO D (E)

NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A GOVT. OF INDIA ENTERPRISE)
Corporate Office: PLOT NO.67 – 68, SECTOR-25, FARIDABAD-121004 (HARYANA)
Regd. : Office: 30-31, Raja House, Nehru Place, New Delhi-110019.

No.500202/P/94

Dated: 14.07.2009.

OFFICE ORDER No.09/P-46

Consequent on allotment of PMGSY works awarded by 'UPRRDA' Lucknow in 3 different Districts, the New Units with Project Numbers for the said works are, hereby allotted as detailed below with immediate effect:-

S.No.	Name of the Units	Unit Nos.	Project Nos.
1	PMGSY , SITAPUR	397	1348
2	PMGSY, HARDOI	398	1349
3	PMGSY, FATEHPUR	399	1350

The overall administrative control of the above mentioned 3 Districts works shall be under Zonal Manager, U.P. Zone, Noida.

This issues with the approval of the Competent Authority.

Sd/
(K.K.GUPTA)
CHIEF MANAGER (HR)

DISTRIBUTION:-

2. Zonal Manager, NPCC Ltd., UP Zone, Noida- with a request to circulate the same to all Units under his control.
3. All Projects Manager, PMGSY Sitapur, Hardoi, Fatehpur – with a request to inform the Unit address for circulation.
4. All Divisional Heads, NPCC Ltd., C.O. – for information with a request to circulate the same to all Sectional Heads under their control.
5. All Zonal Managers, NPCC Ltd., - for information with a request to circulate the same to all Project Managers under their control.
6. CVO/C.S./SM(L)/M(NE)/M(EE)/M(IR)/ACR/TS-CPF, NPCC Ltd., C.O.

SPS TO CMD / PS to D(E)

NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A GOVT. OF INDIA ENTERPRISE)
Corporate Office: PLOT NO.67 – 68, SECTOR-25, FARIDABAD-121004 (HARYANA)
Regd. : Office: 30-31, Raja House, Nehru Place, New Delhi-110019.

NO. 500137/IDA/DA/07/2009/**102**

Dated.24.07.2009.

OFFICE ORDER No.09/P-47

Approval of the Competent Authority is, hereby, conveyed to the sanction of increase of Dearness Allowance to the employees borne on IDA Pay Scales (whose pay scales were revised vide C.O. Order No.500137/IDA/798 dtd. 09.08.2002.) in accordance with DPE's **O.M. No. 2(9)/2000-DPE (WC)GL-XIII/2009 dated 15th July,,2009**. The increased rate of Dearness Allowance **with effect from 01.07.2009** shall be as under :-

Effective Date	Average of AICPI	Revised D.A. Rates (%) (Increased)
01.07.2009	3416	100%

This issues with the approval of the Competent Authority.

Sd/-
(K.K.GUPTA)
CHIEF MANAGER (HR)

Distribution:-

2. JT.G.M.(F), NPCC Ltd., C.O. Faridabad.
3. All Zonal Managers, NPCC Ltd., - with a request to circulate this Order to all the Units under their control.
4. CVO/SM(F) (C&B)/CS/SM(L)/CS/M(NE)/M(EE)/DM(IR)/TS(CPF), NPCC Ltd., C.O. Faridabad.
5. All Divisional Heads, C.O. with a request to circulate the same to all Sectional Heads under them.

SPS TO CMD/PS-D(ENGG.)/D (FIN.)

NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A GOVT. OF INDIA ENTERPRISE)
Corporate Office: PLOT NO.67 – 68, SECTOR-25, FARIDABAD-121004 (HARYANA)
Regd. : Office: 30-31, Raja House, Nehru Place, New Delhi-110019.

Ref. No.500137/DA/07/2009/WM/103

Dated: 24.07.2009.

OFFICE ORDER No.09/P-48

Approval of the Competent Authority is, hereby, conveyed to the sanction of Increase of Industrial Dearness Allowance w.e.f. 01.07.2009 in accordance with DPE OM No. 2(50)/86-DPE(WC)-GL-XVII/2009 dated 15TH July,2009 to the Workmen who have opted for the wage scale of the settlement dated 19.07.96, 11.10.96 and 22.11.96

1. **D.A. w.e.f. 01.07.2009**

i)	DA at AICPI	3370	Rs. 5329.75
ii)	Neutralization @ Rs.2/- per point shift for increase of 46 points.		Rs. 92.00
iii)	DA at AICPI	3416	----- Rs. 5421.75

The increase in DA will be effective **w.e.f. 01.07.2009.**

This issues with the approval of the Competent Authority.

Sd/-
(K.K. GUPTA)
CHIEF MANAGER (HR)

Distribution:-

2. JT.G.M.(F), NPCC Ltd., C.O.
3. All Zonal Managers, NPCC Ltd., - with a request to circulate this Order to all the Units under their control.
4. CVO/SM(F) (C&B)/CS/SM(L)/CS/M(NE)/M(EE)/DM(IR)/TS(CPF), NPCC Ltd., C.O. Faridabad
5. All Divisional Heads, C.O. with a request to circulate the same to all Sectional Heads under them.

SPS TO CMD/PS-D(ENGG.)/D(FIN.)

NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A GOVT. OF INDIA ENTERPRISE)
Corporate Office: PLOT NO.67 – 68, SECTOR-25, FARIDABAD-121004 (HARYANA)
Regd. : Office: 30-31, Raja House, Nehru Place, New Delhi-110019.

Ref. No. 500137/IDA/111

Date : 30.07.2009.

OFFICE ORDER No.09/P-49

Approval of the Competent Authority is, hereby accorded for Restructuring of Designations, Grade & Pay Scales of Surveyor w.e.f. 1.1.89, 1.1.1992 & 1.1.1997 respectively as mentioned below:-

SURVEYOR GR.II now re-designated as Assistant (Tech.)

Pay Scales on pre-revised scales as under:-

- i) Rs.1245-38-1625-41-1789-45-1969 (PR) – w.e.f. 01.01.1989.
- ii) Rs.2400-60-2880-65-3075-75-3420 (PR) - w.e.f. 01.01.1992.
- iii) Rs.5000-120-7400 (R) – w.e.f. 01.01.1997.

SURVEYOR GR.I now re-designated as Sr.Assistant Gr.II(Tech.)

Pay Scales on pre-revised scales as under:-

- i) Rs.1410-50-1910-60-2330 (PR) w.e.f. 01.01.1989.
- ii) Rs.2600-75-3500-95-4070 (PR) w.e.f. 01.01.1992.
- iii) Rs.5200-140-8000 (R) w.e.f. 01.01.1997.

This is in continuation of Corporate Office letter No.500137/IDA dtd.10.07.92, Letter No.500137/IDA dt.27.7.92, Circular No.500137/IDA/98 dtd.29.05.98 & Office Order No.500137/IDA/798 dtd.9.8.02.

Sd/-
(K.K.GUPTA)
CHIEF MANAGER (HR)

DISTRIBUTION:-

2. Zonal Manager, NPCC Ltd., BZO, Bhubaneshwar – for circulation in the Units under his control please.
3. All Divisional Heads, NPCC Ltd., C.O. – for information with a request to circulate the same to all Sectional Heads under their control.
4. All Zonal Managers, NPCC Ltd., - for circulation please.
6. CVO/C.S./SM(L)/M(NE)/M(Disc./CR)/TS-CPF, NPCC Ltd., C.O. Fbd.

SPS TO CMD/PS to D(ENGG.) & D(FIN.)

NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A Govt. of India Enterprise)

Corporate Office:Plot No. 67-68, Sector-25, Faridabad – 121 004 (Haryana)
Regd. Office: 30-31, Raja House, Nehru Place, New Delhi-110 019.

No.500202/P/113

Dated:31.07.2009.

OFFICE ORDER No.09/P-51

The repairing of Road Works awarded by Uttaranchal Jal Vidhut Nigam Ltd., 'UJVNL' from Judo to Barwala Viyasi Project (17 Km.) is, hereby placed for execution of works under New Hathiyari HE Project Unit (U.No.384) by allotting only the Project No. as detailed below, with immediate effect:-

S.No.	Name of the Works awarded	Project No. Allotted
1	Construction of Road Works from Judo to Barwala, Viyasi Project (17 Km.)	1351

The overall administrative control of the above mentioned works shall be under Zonal Manager, Uttaranchal Zone, Dehradun.

This issues with the approval of the Competent Authority.

Sd/-
(K.K.GUPTA)
CHIEF MANAGER (HR)

DISTRIBUTION:-

2. Zonal Manager, NPCC Ltd., Uttaranchal Zone, Dehradun- with a request to circulate the same to all Units under his control.
3. Project Manager, New Hathiyari HE Project Unit.
4. All Divisional Heads, NPCC Ltd., C.O. – for information with a request to circulate the same to all Sectional Heads under their control.
5. All Zonal Managers, NPCC Ltd., - for information with a request to circulate the same to all Project Managers under their control.
6. CVO/C.S./SM(L)/M(NE)/M(EE)/M(IR)/ACR/TS-CPF, NPCC Ltd., C.O.

SPS TO CMD/PS-D(ENGG.) & D(FIN.)

NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED
(A Govt. of India Enterprise)
Corporate Office: PLOT NO.67 – 68, SECTOR-25, FARIDABAD-121004 (HARYANA)
Regd. : Office: 30-31, Raja House, Nehru Place, New Delhi-110019.

Ref. No. 500202/P/ **100**

Dated : 22.07.2009.

N O T I F I C A T I O -09/07

1. The Postal Address of '**B**' Type Quarters for **Nalco Township Unit**, Angul (U.No.390) is as under:-

N.P.C.C. Ltd.,
Plot No.6273/9329 (1st Floor),
Opp. United Bank of India,
Nalco Nagar,
Angul-759145. Orissa

2. The present correspondence address of **IB Bridge Sundergarh Unit** (U.No.341) is at Talcher STPP Unit (U.No.181) as under:-

N.P.C.C. Ltd.,
Talcher STPP Unit,
Post- Deepsikha-759147
Distt. Angul, Orissa.

Sd/-
(M.N.NAUTIYAL)
MANAGER (P&A)

DISTRIBUTION:

6. The Zonal Manager, NPCC Ltd., BZO, Bhubaneshwar – with a request to circulate the same to all the Units under his control.
7. All Zonal Managers, NPCC Ltd., This may please be brought to the notice of all the Units under their control.
8. All Divisional Heads, NPCC Ltd., C.O. Fbd. With a request to circulate the same to all Sectional Heads under their control.
9. Project Managers, NPCC Ltd., Type Quarters for Nalco Township Unit/IB Bridge Sundergarh, Talcher STPP Unit.
6. CVO/SM(L)/M(NE)/M(EE)/M(DISC.,CR,IR)/TS-CPF, NPCC Ltd., C.O. Faridabad

SPS TO CMD /PS TO D (E)