

**STATEMENT SHOWING THE SANCTIONED STRENGTH AND IN POSITION STRENGTH OF THE
RAJYA SABHA SECRETARIAT (AS ON 01.10.2011)**

<i>Sl.No.</i>	<i>Designation</i>	<i>Pay Scale</i>	<i>Sanctioned Strength</i>	<i>In Position Strength</i>	<i>Group</i>
1	Secretary-General	Rs. 90000 p.m (Fixed)	1	1	A
2	Secretary	Rs. 80000 p.m. (Fixed)	1	1	A
3	Additional Secretary	HAG Scale (Rs. 67000-79000)	2	1	A
<u>LEGISLATIVE, FINANCIAL, EXECUTIVE & ADMINISTRATIVE SERVICE</u>					
4	Joint Secretary	Rs. 37400-67000+ 10000	8	8	A
5	Director	Rs. 37400-67000+ 8700	15	15	A
6	Director (Finance)	Rs. 37400-67000+ 8700	1	0	A
7	Joint Director and Deputy Director	Rs. 15600-39100+ 8000 Rs. 15600-39100+ 7600	38	37	A A
8	Assistant Director and Executive Officer	Rs. 15600-39100+ 6600 Rs. 15600-39100+ 5400	56	51 +19 (In situ)	A A
9	Senior Legislative/Executive/Committee/ Protocol Assistant and Legislative/Executive/Committee/Protocol Assistant	Rs. 9300-34800+ 4800 Rs. 9300-34800+ 4600	156	121 +31 (In situ)	B B
10	Senior Clerk and Junior Clerk	Rs. 9300-34800+ 4200 Rs. 5200-20200+ 2400	188	110	B C
<u>LIBRARY, REFERENCE, RESEARCH, DOCUMENTATION & INFORMATION SERVICE</u>					
11	Joint Secretary	Rs. 37400-67000+ 10000	1	1	A
12	Director (R & L)	Rs. 37400-67000+ 8700	3	3	A
13	Joint Director and Deputy Director	Rs. 15600-39100+ 8000 Rs. 15600-39100+ 7600	9	8	A A
14	Assistant Director and Research Officer	Rs. 15600-39100+ 6600 Rs. 15600-39100+ 5400	8	5	A A
15	Research Assistant	Rs. 9300-34800+ 4800	14	7	B
16	Junior Library Assistant	Rs. 9300-34800+ 4200	2	2	B
17	Cameraman	Rs. 9300-34800+ 4200	1	0	B
18	Light Assistant	Rs. 5200-20200+ 2400	1	0	C
<u>VERBATIM REPORTING SERVICE</u>					
19	Joint Secretary	Rs. 37400-67000+ 10000	1	1	A

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20	Director (Reporting)	Rs. 37400-67000+ 8700	2	2	A
21	Joint Director (Reporting) and Deputy Director (Reporting)	Rs. 15600-39100+ 8000 Rs. 15600-39100+ 7600	31	31	A A
22	Parliamentary Reporter and Junior Parliamentary Reporter	Rs. 15600-39100+ 6600 Rs. 15600-39100+ 5400	14	5	A A
<u>PRIVATE SECRETARIES AND STENOGRAPHIC SERVICE</u>					
23	Director (PSS)	Rs. 37400-67000+ 8700	1	1	A
24	Joint Director (PSS) and Deputy Director (PSS)	Rs. 15600-39100+ 8000 Rs. 15600-39100+ 7600	14	14	A A
25	Senior Private Secretary and Private Secretary	Rs. 15600-39100+ 6600 Rs. 15600-39100+ 5400	27	24 +12 (<i>In situ</i>)	A A
26	Personal Assistant	Rs. 9300-34800+ 4600	34	18 +2 (<i>In situ</i>)	B B
27	Stenographer	Rs. 9300-34800+ 4200	36	24	B
<u>SIMULTANEOUS INTERPRETATION SERVICE</u>					
28	Joint Secretary	Rs. 37400-67000+ 10000	1	1	A
29	Director (Interpretation)	Rs. 37400-67000+ 8700	2	2	A
30	Joint Director (Interpretation) and Deputy Director (Interpretation)	Rs. 15600-39100+ 8000 Rs. 15600-39100+ 7600	19	15	A A
31	Parliamentary Interpreter and Junior Parliamentary Interpreter	Rs. 15600-39100+ 6600 Rs. 15600-39100+ 5400	9	6	A A
<u>PRINTING & PUBLICATIONS SERVICE</u>					
32	Director (P&P)	Rs. 37400-67000+ 8700	1	1	A
33	Joint Director (P&P) and Deputy Director (P&P)	Rs. 15600-39100+ 8000 Rs. 15600-39100+ 7600	3	3	A A
34	Assistant Director (P&P) and Printing Officer	Rs. 15600-39100+ 6600 Rs. 15600-39100+ 5400	5	4 +2 (<i>In situ</i>)	A A
35	Senior Printing Assistant and Printing Assistant	Rs. 9300-34800+ 4800 Rs. 9300-34800+ 4600	24	21 +5 (<i>In situ</i>)	B B
36	Proof Reader and Junior Proof Reader	Rs. 9300-34800+ 4200 Rs. 5200-20200+ 2800	20	5	B C
37	IBM Operator	Rs. 9300-34800+ 4200	2	1	B
38	Reprographer Grade-I	Rs. 5200-20200+ 2800	9	9	C

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39	Binder Grade-I	Rs. 5200-20200+ 2800	1	1	C
40	Reprographer Grade-II	Rs. 5200-20200+ 2400	9	9	C
41	Binder Grade-II	Rs. 5200-20200+ 2400	1	0	C
<u>EDITORIAL AND TRANSLATION SERVICE</u>					
42	Joint Secretary	Rs. 37400-67000+10000	1	0	A
43	Director (E & T)	Rs. 37400-67000+ 8700	2	2	A
44	Joint Director (E&T) and Deputy Director (E&T)	Rs. 15600-39100+ 8000 Rs. 15600-39100+ 7600	11	12	A A
45	Assistant Director (E&T) and Editor	Rs. 15600-39100+ 6600 Rs. 15600-39100+ 5400	52	48	A A
46	Translator	Rs. 9300-34800+ 4800	45	31	B
<u>PARLIAMENT SECURITY SERVICE</u>					
<u>Non-Technical Wing</u>					
47	Director (S)	Rs. 37400-6700+8900	1	0	A
48	Joint Director (S) and Deputy Director (S)	Rs. 15600-39100+ 8000 Rs. 15600-39100+ 7600	12	12	A A
49	Assistant Director (S) and Security Officer	Rs. 15600-39100+ 6600 Rs. 15600-39100+ 5400	23	23	A A
50	Senior Security Assistant, Security Assistant Grade-I and Security Assistant Grade-II	Rs. 9300-34800+ 4800 Rs. 9300-34800+ 4600 Rs. 9300-34800+ 4200	146	126	B B B
51	Sanitary Attendant Grade-I, Sanitary Attendant Grade-II, Farash and Sanitary Attendant Grade-III	Rs. 5200-20200+ 2200 Rs. 5200-20200+ 2000 Rs. 5200-20200+ 1900 Rs. 5200-20200+ 1900	51	51	C C C C
<u>Technical Wing</u>					
52	Deputy Director (Technical)	Rs. 15600-39100+ 7600	1	0	A
53	Security Officer (Technical)	Rs. 15600-39100+ 5400	1	0	A
54	Senior Security Assistant (Technical)	Rs. 9300-34800+ 4800	7	0	B
55	Security Assistant Grade-I (Technical)	Rs. 9300-34800+ 4600	7	0	B

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<u>DRIVERS & DESPATCH RIDERS SERVICE</u>					
56	Staff Car Driver (Special Grade)	Rs. 9300-34800+4600	3	1	B
57	Staff Car Driver Grade-I, Staff Car Driver Grade-II and Staff Car Driver (Ordinary Grade)	Rs. 9300-34800+4200 Rs. 5200-20200+ 2800 Rs. 5200-20200+ 2400	31	29	B C C
58	Despatch Rider	Rs. 5200-20200+ 2400	9	9	C
59	Cleaner-cum-Helper	Rs. 5200-20200+ 1900	4	4	C
<u>MESSENGER SERVICE</u>					
60	Personal Attendant to Chairman/Sr. Chamber Attendant	Rs. 5200-20200+ 2400	9	7	C
61	Attendant Grade-I/Chamber Attendant, Attendant Grade-II and Attendant Grade-III	Rs. 5200-20200+ 2200 Rs. 5200-20200+ 2000 Rs. 5200-20200+ 1900	286	221	C C C
62	Attendant Grade-III (ex-cadre)	Rs. 5200-20200+ 1900	1	1	C
63	Bearer	Rs. 5200-20200+ 1900	3	3	C
TOTAL			1477	1220	
<u>TENURE POSTS</u>					
<u>LEGISLATIVE, FINANCIAL, EXECUTIVE AND ADMINISTRATIVE SERVICE</u>					
64	Legislative/Executive/Committee/Protocol Assistant	Rs. 9300-34800+ 4600	1	2	B
65	Senior Clerk	Rs. 9300-34800+ 4200	1	1	B
66	Junior Clerk	Rs. 5200-20200+ 2400	3	3	C
<u>PRIVATE SECRETARIES AND STENOGRAPHIC SERVICE</u>					
67	Officer on Special Duty-I	Rs. 37400-67000+ 8700	1	1	A
68	Secretary to Leader of Opposition	Rs. 37400-67000+ 8700	1	1	A
69	Officer on Special Duty-II	Rs. 15600-39100+ 8700	1	1	A
70	Additional Private Secretary	Rs. 15600-39100+ 6600	1	1	A
71	Senior Private Secretary	Rs. 15600-39100+ 6600	21	21	A
72	Private Secretary	Rs. 15600-39100+ 5400	8	8	A
73	Personal Assistant	Rs. 9300-34800+ 4600	5	5	B

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<u>DRIVERS AND DESPATCH RIDERS SERVICE</u>					
74	Staff Car Driver Grade-I	Rs. 5200-20200+ 4200	1	1	B
<u>MESSENGER SERVICE</u>					
75	Personal Attendant to Chairman	Rs. 5200-20200+ 2400	2	1	C
76	Attendant Grade-II	Rs. 5200-20200+ 2000	1	1	C
77	Attendant Grade-III	Rs. 5200-20200+ 1900	27	25	C
TOTAL			74	72	
<u>NEWLY CREATED POST</u>					
78	Joint Director (Media)	Rs. 15600-39100+8000	1	1	A
TOTAL			1	1	
<u>RSTV UNIT</u>					
79	Director (Finance & Accounts)	Rs. 37400-67000+ 8700	1	1	A
80	Director (Co-ordination)	Rs. 37400-67000+ 8700	1	0	A
81	Joint Director (Administration)	Rs. 15600-39100+ 8000	1	1	A
82	Deputy Director (Finance & Accounts)	Rs. 15600-39100+ 7600	1	1	A
83	Deputy Director (Co-ordination)	Rs. 15600-39100+ 7600	1	0	A
84	Assistant Director (Administration)	Rs. 15600-39100+ 6600	1	0	A
85	Executive Officer (Finance & Accounts)	Rs.15600-39100+5400	1	1	A
86	Executive Officer	Rs.15600-39100+5400	2	1	A
87	Accounts Officer	Rs.15600-39100+5400	1	1	A
88	Assistant (Finance & Accounts)	Rs. 9300-34800+4600	1	1	B
89	Assistant (Administration)	Rs. 9300-34800+4600	2	2	B
90	Assistant (RSTV)	Rs. 9300-34800+4600	1	0	B
91	Cashier	Rs. 5200-20200+2400	1	0	C
92	Junior Clerk (Finance & Accounts)	Rs. 5200-20200+2400	1	1	C
93	Junior Clerk (Administration)	Rs. 5200-20200+2400	1	0	C
TOTAL			17	10	

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<u>JUDGES INQUIRY COMMITTEE</u>					
94	Secretary to the Committee	Rs. 80,000 (Fixed)	1	1	A
95	Registrar to the Committee	Rs. 67,000-79,000 (HAG)	1	1	A
96	Joint Secretary to the Committee	Rs.37400-67000+10000	1	1	A
97	Deputy Director	Rs.15600-39100+7600	2	1	A
98	Private Secretary	Rs.15600-39100+5400	3	2	A
99	Stenographer	Rs. 9300-34800+4200	4	1	B
100	Staff Car Driver (Ordinary Grade)	Rs.5200-20200+2400	2	2	C
101	Reprographer Grade-II	Rs.5200-20200+2400	1	0	C
102	Attendant Grade-III	Rs. 5200-20200+1900	7	6	C
TOTAL			22	15	