



GOVERNMENT OF SIKKIM
DEPARTMENT OF PERSONNEL
TASHILING GANGTOK-737101

No. 2494/GEN/DOP

Dated; 29/06/2020

OFFICE MEMORANDUM

1. It has been observed that Departments have been submitting proposals relating to extension of service of temporary employees appointed on Muster Roll/Adhoc/Consolidated Pay/Contractual basis, either after the expiry or at the very end of their period of appointment, for consideration of the Government.
2. Such action bears an implication that their temporary services are dispensable and that the Departments can manage their functions without the temporary employees.
3. Henceforth, all Head of Departments and Secretaries are requested to ensure that proposals of this nature are submitted to Department of Personnel three months in advance supported by proper justification for continuation of the services of the temporary employees. They are also requested to ensure that salary bill of every temporary employee shall not be prepared unless there is a specific approval of the Competent Authority for extension of the services of temporary employees.
4. This Office Memorandum is in supplementation to Notification No. 93/GEN/DOP dated 31.01.2020.
5. This is issued with the approval of the competent authority.


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SECRETARY
GOVERNMENT OF SIKKIM
(File No.GOS/DOP-III/2019/833)

Copy for information to: -

1. All Head of Departments/Secretaries/Head of Offices;
2. Secretary to HCM;
3. District Collector, North/South/East/West;
4. Joint Secretary-cum-Staff Officer to Chief Secretary;
5. Chief Pay & Accounts Office, North/South/East/West;
6. Assistant Programmer, DOP- for posting on website;
7. File and
8. Guard File.