



# JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

## Bihar Rural Livelihoods Promotion Society State Rural Livelihoods Mission, Bihar



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Date: 28-04-2015

### OFFICE ORDER

The HRD manual of BRLPS provides for conducting Annual Performance Appraisal of project staff. On the basis of their performance, suitable grades are awarded to staff. Based on grades obtained, staff become eligible to receive "Annual Performance Pay" up to maximum of 15% of total basic pay received during the period for which appraisal is conducted.

The performance appraisal of eligible staff of Supaul District for the period from April, 2012 to March, 2013 has been completed and accordingly performance grades have been awarded to all eligible staff.

The final grading of Performance Appraisal of staff along with relevant periods for calculation of performance pay is attached as **Annexure - 1**.

DPM and all BPMs of respective BPIUs are directed to ensure calculation of performance incentives as per following guidelines.

- 15 % of total amount of actual basic salary paid (during the period for which performance is appraised) if performance grade awarded is **A**.
- 10 % of total amount of actual basic salary paid (during the period for which performance is appraised) if performance grade awarded is **B**.
- 5 % of total amount of actual basic salary paid (during the period for which performance is appraised) if performance grade awarded is **C**.
- No performance pay would be paid if performance grade awarded is **D**.

Further, it is directed that disbursement of performance pay shall be made to staff within 7 days after receipt of the order. The DPMs would be the nodal person for ensuring payment of Annual Performance Pay in DPCU and all concerned BPIUs. The concerned Office Accountant would calculate the performance pay and get it approved by DPM after obtaining recommendation of BPM's in case of BPIU Staff.

Some of the officials have worked in more than one capacity and at more than one station. Performance Pay would be given as per the position and period they have held. However, payment would be made from present place of posting. For the purpose, the Office Assistant will obtain salary statement of concerned staff from his/her earlier place of posting and accordingly calculate the payable final Annual Performance Pay.

For those staff, who have been separated from BRLPS, Annual Performance Pay would be disbursed from the place, where they worked last. Performance incentive/pay would not be paid to staff who have been terminated from services.

DPMs are directed to submit the statement of final payment of Annual Performance Pay to SPMU within 3 days after the disbursement of the payment.



(Dr. N. Vijaya Lakshmi)  
Chief Executive Officer

**Encl.: Annexure-1 as mentioned.**

CC:

1. Director/OSD/AO/CFO/FO/PS/PO
2. All PCs/SPMs/SFMs/PMs/AFMs
3. All DPMs/FMs/Managers-HR/BPMs
4. IT Section
5. Concerned Files.

## Performance Pay for Supaul staffs for the Year 2012-13

S.NO	Name	Reg No\Staff ID	Designation	DOJ BRLPS (DD-MM-YYYY)	District	Block	Final Score	Final Grade	Performance Payout Period
1	Rajeshwar Prasad	121345	Training Officer	28/03/2012	Supaul	DPCU	90	B	Performance Payout from 28-03-2012 to 31-03-2013
2	Dharmendra Kumar Dwivedi	121340	Manager Microfinance	08/10/2012	Supaul	DPCU	79	C	Performance Payout from 01-04-2012 to 31-03-2013
3	Chhote Vidhata Prasad	121341	Manager Communication	27/07/2010	Supaul	DPCU	82	B	Performance Payout from 01-04-2012 to 31-03-2013
4	Munna Kumar	121344	Training Officer	28/03/2012	Supaul	DPCU	89	B	Performance Payout from 28-03-2012 to 31-03-2013
5	Bipin Kumar	121343	Training Officer	08/11/2011	Supaul	DPCU	87	B	Performance Payout from 01-04-2012 to 31-03-2013
6	Chhotelal Kumar	121388	Office Assistant	31/05/2012	Supaul	DPCU	87	B	Performance Payout from 31-05-2012 to 31-03-2013
7	Akhilesh Kumar	121346	Accountant	08/08/2011	Supaul	DPCU	87	B	Performance Payout from 01-04-2012 to 31-03-2013
8	Gulam Kausar	121338	Training Manager	10/03/2012	Supaul	DPCU	86	B	Performance Payout from 10-03-2012 to 31-03-2013
9	Balbhadra Narayan Gautam	121393	CC	07/12/2011	Supaul	Triveniganj	89	B	Performance Payout from 01-04-2012 to 31-03-2013
10	Rakesh Ranjan	121385	AC	10/12/2011	Supaul	Triveniganj	88	B	Performance Payout from 01-04-2012 to 31-03-2013
11	Ranjan Kumar	121396	CC	27/03/2012	Supaul	Triveniganj	78	C	Performance Payout from 27-03-2012 to 31-03-2013
12	Deepa Jaiswal	121394	CC	04/02/2010	Supaul	Triveniganj	90	B	Performance Payout from 01-04-2012 to 31-03-2013
13	Jayant Kumar Jawala	121391	CC	07/12/2011	Supaul	Triveniganj	76	C	Performance Payout from 01-04-2012 to 31-03-2013
14	Shiv Shankar Kumar	121398	CC	29/05/2012	Supaul	Triveniganj	91	A	Performance Payout from 29-05-2012 to 31-03-2013
15	Mithlesh Kumar	121395	CC	07/12/2011	Supaul	Triveniganj	85	B	Performance Payout from 01-04-2012 to 31-03-2013
16	Atish Kumar	121390	CC	07/12/2011	Supaul	Triveniganj	91	A	Performance Payout from 01-04-2012 to 31-03-2013
17	Chandrajeet Kumar	121389	CC	17/08/2010	Supaul	Triveniganj	92	A	Performance Payout from 01-04-2012 to 31-03-2013
18	Amarnath Ram	121397	CC	23/05/2012	Supaul	Triveniganj	86	B	Performance Payout from 23-05-2012 to 31-03-2013
19	Shiv Ratan Kumar	121392	CC	07/12/2011	Supaul	Triveniganj	84	B	Performance Payout from 01-04-2012 to 31-03-2013
20	Md. Minhaj Alam	121387	AC	10/12/2011	Supaul	Triveniganj	87	B	Performance Payout from 01-04-2012 to 31-03-2013
21	Sushant Kumar	121386	AC	10/12/2011	Supaul	Triveniganj	90	B	Performance Payout from 01-04-2012 to 31-03-2013
22	Ranjan Kumar	7700000510	AC	04/10/2012	Supaul	Chhatapur	89	B	Performance Payout from 01-04-2012 to 03-10-2012 as CC & 04-10-2012 to 31-03-2013 as AC
23	Subodh Kumar Bishwas	121358	CC	06/11/2009	Supaul	Chhatapur	80	C	Performance Payout from 01-04-2012 to 31-03-2013
24	Ashok Kumar Thakur	121357	CC	06/11/2009	Supaul	Chhatapur	91	A	Performance Payout from 01-04-2012 to 31-03-2013
25	Vivek Kumar	121359	CC	06/12/2011	Supaul	Chhatapur	84	B	Performance Payout from 01-04-2012 to 31-03-2013
26	Santosh Kumar	121352	AC	20/10/2009	Supaul	Chhatapur	82	B	Performance Payout from 01-04-2012 to 31-03-2013
27	Sunil Kumar	7700000657	AC	05/10/2012	Supaul	Chhatapur	86	B	Performance Payout from 01-04-2012 to 04-10-2012 as CC & 05-10-2012 to 31-03-2013 as AC

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**Performance Pay for Supaul staffs for the Year 2012-13**

S.NO	Name	Reg No\Staff ID	Designation	DOJ BRLPS (DD-MM-YYYY)	District	Block	Final Score	Final Grade	Performance Payout Period
28	Ravi Shankar	121360	CC	06/11/2009	Supaul	Chhatapur	86	B	Performance Payout from 01-04-2012 to 31-03-2013
29	Rajesh Kumar Singh	121351	AC	20/10/2009	Supaul	Chhatapur	80	C	Performance Payout from 01-04-2012 to 31-03-2013
30	Sunil Kumar Chaudhary	121356	CC	06/11/2009	Supaul	Chhatapur	87	B	Performance Payout from 01-04-2012 to 31-03-2013
31	Maya Nand Mohi	121355	CC	06/11/2009	Supaul	Chhatapur	86	B	Performance Payout from 01-04-2012 to 31-03-2013
32	Prashant Kumar	121353	AC	10/12/2011	Supaul	Chhatapur	83	B	Performance Payout from 01-04-2012 to 31-03-2013
33	Sanjay Kumar	121363	CC	29/05/2012	Supaul	Chhatapur	81	B	Performance Payout from 29-05-2012 to 31-03-2013
34	Shiv Shankar Kumar	121376	CC	04/11/2009	Supaul	Basantpur	85	B	Performance Payout from 01-04-2012 to 31-03-2013
35	Pramod Kumar	121380	CC	25/05/2012	Supaul	Basantpur	80	C	Performance Payout from 25-05-2012 to 31-03-2013
36	Sanjiv Kumar	121375	AC	20/10/2009	Supaul	Basantpur	90	B	Performance Payout from 01-04-2012 to 31-03-2013
37	Sanjiv Kumar Verma	120492	CC	10/07/2008	Supaul	Basantpur	88	B	Performance Payout from 01-04-2012 to 31-03-2013
38	Mithlesh Kumar Ravi	121381	CC	28/05/2012	Supaul	Basantpur	76	C	Performance Payout from 28-05-2012 to 31-03-2013
39	Pramod Kumar	121379	CC	25/05/2012	Supaul	Basantpur	85	B	Performance Payout from 25-05-2012 to 31-03-2013
40	Manoj Kumar Gupta	120941	CC	28/05/2012	Supaul	Basantpur	86	B	Performance Payout from 28-05-2012 to 31-03-2013
41	Raj Kishor Kumar	121382	CC	29/05/2012	Supaul	Basantpur	86	B	Performance Payout from 29-05-2012 to 31-03-2013
42	Vikram Kumar	121378	CC	23/05/2012	Supaul	Basantpur	79	C	Performance Payout from 23-05-2012 to 31-03-2013
43	Anil Kumar Chaudhary	121377	CC	27/03/2012	Supaul	Basantpur	78	C	Performance Payout from 27-03-2012 to 31-03-2013
53	Shashi Kant Kumar	15280192	BPM	28/03/2012	Supaul	Basantpur	90	B	Performance Payout from 28-03-2012 to 31-03-2013
44	Arun Kumar	121364	BPM	04/12/2007	Supaul	Pratapganj	77	C	Performance Payout from 01-04-2012 to 31-03-2013
45	Saroj Kumar	121367	CC	27/03/2012	Supaul	Pratapganj	83	B	Performance Payout from 27-03-2012 to 31-03-2013
46	Sunil Kumar	121366	CC	05/01/2010	Supaul	Pratapganj	74	C	Performance Payout from 01-04-2012 to 31-03-2013
47	Pradeep Kumar	121374	CC	29/05/2012	Supaul	Pratapganj	79	C	Performance Payout from 29-05-2012 to 31-03-2013
48	Amit Narayan Swami	121369	CC	23/05/2012	Supaul	Pratapganj	76	C	Performance Payout from 23-05-2012 to 31-03-2013
49	Shashi Shekhar	121373	CC	24/05/2012	Supaul	Pratapganj	78	C	Performance Payout from 24-05-2012 to 31-03-2013
50	Vijay Kumar Pal	121368	CC	10/12/2011	Supaul	Pratapganj	74	C	Performance Payout from 01-04-2012 to 31-03-2013
51	Gaurav Kumar	121365	AC	10/12/2011	Supaul	Pratapganj	79	C	Performance Payout from 01-04-2012 to 31-03-2013
52	Vidaya Bhushan Kumar	121371	CC	24/05/2012	Supaul	Pratapganj	77	C	Performance Payout from 24-05-2012 to 31-03-2013

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