



JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

Bihar Rural Livelihoods Promotion Society State Rural Livelihoods Mission, Bihar



बिहार सरकार

1st Floor, Vidyut Bhawan - II, Bailey Road, Patna - 800 021; Ph. : +91-612-250 4980; Fax : +91-612-250 4960, Website : www.brlp.in

Ref: BRLPS/Estt/1053/14/3439

Date: 02-03-2016

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 staffs of SPMU for the period from April, 2013 to March, 2014 has already been completed. Some staffs were missed because of non submission of the PA Forms. Their Performance assessment has been completed and accordingly performance grades have been awarded to them.

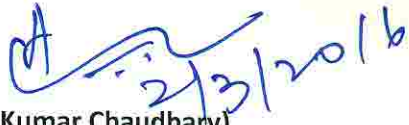
The final grading of Performance Appraisal of all staff in above mentioned both categories along with relevant periods for calculation of performance pay is attached as **Annexure - 1**.

Finance Section is directed to ensure calculation of performance incentives as per following guidelines.

- 30 % of total amount of actual basic salary paid (during the period for which performance is appraised) if performance grade awarded is **A**.
- 20 % of total amount of actual basic salary paid (during the period for which performance is appraised) if performance grade awarded is **B**.
- 10 % 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.

For such staffs, who have been separated from BRLPS, Annual Performance Pay would be disbursed with their full and final settlement. Performance incentive/pay would not be paid to staff who have been terminated from services.


(Arvind Kumar Chaudhary)
Chief Executive Officer

Encl : Annexure-1

CC:

1. OSD/Director/CFO/FO/PS/AO
2. All SPMs/SFMs/PMs
3. Accounts-SPMU
4. Project Associates/OA-SPMU
5. Concerned Files

S.NO	Name	Reg No	Designation	Place of Posting	DOJ BRLPS (DD-MM-YYYY)	Final Score	Final Grade	Performance Payout
1	Kaustubh Pratik	122320	Assistant Finance Manager	SPMU	19-Oct-13	92	A	Performance Payout from 19-10-2013 to 31-March-2014
2	Suryakant Sharma	121465	State Finance Manager	SPMU	16-Sep-13	92	A	Performance Payout from 26-09-2013 to 31-March-2014
3	Anubhav Dubraj	120049	PM-M & I	SPMU	02-Mar-12	88	B	Performance Payout from 01-03-2013 to 31-March-2014
4	Niraj Kumar Singh	122331	PM-Entitlements	SPMU	19-Oct-13	82	B	Performance Payout from 19-10-2013 to 31-March-2014
5	Brijnandan Kumar	120010	Office Assistant	SPMU	31-May-12	93	A	Performance Payout from 01-10-2013 to 31-March-2014.
6	Udai Kumar Verma	121464	State Finance Manager	SPMU	01-Aug-13	93	A	Performance Payout from 01-08-2013 to 31-March-2014

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