



JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

Bihar Rural Livelihoods Promotion Society
State Rural Livelihoods Mission, Bihar



बिहार सरकार

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Ref No: *BRLPS/Estt/1106/15/3580*

Date: *14-03-2016*

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 30% of total basic pay received during the period for which appraisal is conducted.

The performance appraisal of eligible staff of SPMU/DPCU for the Year 2013-15 has already been completed.

The final grading of Performance Appraisal of DPMs along with relevant periods for calculation of performance pay for the Year 2013-14 is attached as **Annexure - 1**.

The final grading of Performance Appraisal of SPMU Staffs (PCs/SPMs/SFMs/FO/PS) along with relevant periods for calculation of performance pay for the Year 2014-15 is attached as **Annexure - 2**.

The final grading of Performance Appraisal of DPMs along with relevant periods for calculation of performance pay for the Year 2014-15 is attached as **Annexure - 3**.

- 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 employees within 7 days of receipt of the order.

Some of the employees have worked in more than one position and at more than one station. Performance Pay would be given for the positions and periods they held. However, payment would be made from present place of posting. For the purpose, Manager-HR will obtain salary statement of concerned staff from his/her earlier places of posting and accordingly Finance section will calculate the payable final Annual Performance Pay.

For those staff, who have been separated from BRLPS during the period under consideration, Annual Performance Pay would be disbursed from the place they worked last. Performance pay would not be paid to employees who have been terminated from the services of BRLPS.

Any employee who has resigned from one position and has joined the BRLPS at a different position and has been posted to some other district and his final settlement has already been closed from the previous district, his performance amount will be paid from the district where he last worked before resigning. After payout of the amount an acknowledgement needs to be sent to SPMU by the DPCU so that the same can be kept in the employee's personal file. If it's a recovery case then

an intimation for adjusting the Performance Appraisal amount with the recovery amount needs to be sent to state, after due adjustment, approval/order will be sent from state to transfer the remaining amount if any to employee's account.

In case of inter district transfer on the same position, the performance pay will be paid from the current district after receiving the calculation for payable amount from the previous district.

DPMs are directed to submit the statement of final payment of Annual Performance Pay to SPMU within 03 days after the disbursement of the payment.


(Arvind Kumar Chaudhary)
Chief Executive Officer

Encl.: As above.

Copy to:

1. Director/OSD/CFO/SFMs/PS
2. All PCs/SPMs/PMs/AFM/PO
3. All DPMs/Finance Manager/Manager-HR
4. It Section
5. Concerned file.

Annexure-1

Performance Appraisal of DPMs for the Year 2013-14.

S.No	Employee Code	Name	DOJ	Designation	DPCU	Grade Awarded	Performance Payout Period
1	BRLPS200981	Rajendra Krishna Nikhil	19-Aug-10	District Project Manager	Saharsa	B	Performance Payout Period from 01-04-2013 to 31-March-2014.
2	BRLPS200946	Barun Kumar	19-Aug-10	District Project Manager	East Champaran	A	Performance Payout Period from 01-04-2013 to 31-March-2014.
3	BRLPS200153	Uma Shankar Bhagat	5-Aug-11	District Project Manager	Purnia	A	Performance Payout Period from 01-04-2013 to 31-March-2014.
4	BRLPS200311	Amar Shekhar Pathak	12-Jun-12	District Project Manager	Supaul	C	Performance Payout Period from 01-04-2013 to 31-March-2014.
5	BRLPS200955	Kamal Kishore	12-Jun-12	District Project Manager	Saran	B	Performance Payout Period from 01-04-2013 to 31-March-2014.
6	BRLPS200964	Indra Shekhar Indu	12-Jun-12	District Project Manager	Sitamarhi	C	Performance Payout Period from 01-04-2013 to 31-March-2014.
7	BRLPS200065	Awadhesh Kumar	12-Jun-12	District Project Manager	Khagaria	B	Performance Payout Period from 01-04-2013 to 31-March-2014.
8	BRLPS200511	Sunirmal Garain	18-Jun-12	District Project Manager	KATI HAR	B	Performance Payout Period from 01-04-2013 to 31-March-2014.
9	BRLPS200493	Ajay Kumar Singh	2-Jul-12	District Project Manager	Gopalganj	C	Performance Payout Period from 01-04-2013 to 31-March-2014.
10	BRLPS202325	Ajit Kumar	19-Oct-13	District Project Manager	Munger	B	Performance Payout Period from 19-10-2013 to 31-March-2014.
11	BRLPS202326	Mukesh Kumar Sasmal	19-Oct-13	District Project Manager	Nawada	A	Performance Payout Period from 19-10-2013 to 31-March-2014.
12	BRLPS202322	Vinay Kumar	19-Oct-13	District Project Manager	ARWAL	A	Performance Payout Period from 19-10-2013 to 31-March-2014.



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Annexure-2

Performance Appraisal of SPMU Staffs (PCs/SPMs/SFM/FO/PS) for the Year 2014-15.

S.N O	Employee Code	Name	DOJ	Designation	Unit	Grades Awarded	Performance Payout Period
1	BRLPS200004	Archana Tiwari	7-Nov-06	State Project Manager-SD	SPMU	B	Performance Payout Period from 01-04-2014 to 31-March-2015
2	BRLPS200005	Vikas Kunj	28-Jul-11	State Project Manager-Non Farm	SPMU	B	Performance Payout Period from 01-04-2014 to 31-March-2015
3	BRLPS200006	Jitendra Kumar	26-Jul-11	State Project Manager-Jobs	SPMU	A	Performance Payout Period from 01-04-2014 to 31-March-2015
4	BRLPS200007	Arun Kumar Sah	21-Jul-11	State Project Manager-HRD	SPMU	B	Performance Payout Period from 01-04-2014 to 31-March-2015
5	BRLPS200008	Ajit Ranjan	22-Jul-11	State Project Manager-M & E	SPMU	A	Performance Payout Period from 01-04-2014 to 31-March-2015
6	BRLPS200009	Prashant Krishna	21-Jul-11	State Project Manager-IB & CB	SPMU	A	Performance Payout Period from 01-04-2014 to 31-March-2015
7	BRLPS200010	Dr.Santosh	1-Nov-08	Procurement Specialist	SPMU	A	Performance Payout Period from 01-04-2014 to 31-March-2015
8	BRLPS200013	Appolenarius Purty	1-Aug-13	State Project Manager-H & N	SPMU	B	Performance Payout Period from 01-04-2014 to 31-March-2015
9	BRLPS201219	Rakesh Kumar Singh	1-Aug-13	State Project Manager-Off Farm	SPMU	A	Performance Payout Period from 01-04-2014 to 31-March-2015
10	BRLPS201463	Sanjay Kumar Mishra	1-Aug-13	State Project Manager-Community Finance	SPMU	A	Performance Payout Period from 01-04-2014 to 31-March-2015



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S.N O	Employee Code	Name	DOJ	Designation	Unit	Grades Awarded	Performance Payout Period
11	BRLPS201464	Uday Kumar Verma	1-Aug-13	State Finance Manager	SPMU	A	Performance Payout Period from 01-04- 2014 to 31-March- 2015
12	BRLPS201465	Surya Kant Sharma	16-Sep-13	State Finance Manager	SPMU	B	Performance Payout Period from 01-04- 2014 to 31-March- 2015
13	BRLPS202590	Vishwa Vijay	29-Nov-13	State Project Manager- Resource Cell	SPMU	B	Performance Payout Period from 01-04- 2014 to 31-March- 2015
14	BRLPS202591	Manoj Kumar	29-Nov-13	State Project Manager-Farm	SPMU	B	Performance Payout Period from 01-04- 2014 to 31-March- 2015
15	BRLPS202788	Mukesh Chandra Sharan	11-Dec-13	Program Co- Ordinator-FI	SPMU	A	Performance Payout Period from 01-04- 2014 to 31-March- 2015
16	BRLPS205899	Mahua Roy Chaudhary	14-Feb-14	Program Co- Ordinator-G&K	SPMU	A	Performance Payout Period from 14-02- 2014 to 31-March- 2015
17	BRLPS207312	Manish Kumar	3-Nov-14	State Project Manager-Bank Linkage And Micro Finance	SPMU	B	Performance Payout Period from 03-11- 2014 to 31-March- 2015
18	BRLPS200011	Ranjit Kumar	14-Oct-08	Finance Officer	SPMU	A	Performance Payout Period from 01-04- 2014 to 31-March- 2015



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Annexure-3

Performance Appraisal of DPMs for the Year 2014-15.

S.No	Employee Code	Name	DOJ	Designation	DPCU	Grades Awarded	Performance Payout Period
1	BRLPS200981	Rajendra Krishna Nikhil	19-Aug-10	District Project Manager	Saharsa	B	Performance Payout Period from 01-04-2014 to 31-March-2015.
2	BRLPS200946	Barun Kumar	19-Aug-10	District Project Manager	East Champaran	A	Performance Payout Period from 01-04-2014 to 31-March-2015.
3	BRLPS200153	Uma Shankar Bhagat	5-Aug-11	District Project Manager	Purnia	A	Performance Payout Period from 01-04-2014 to 31-March-2015.
4	BRLPS200311	Amar Shekhar Pathak	12-Jun-12	District Project Manager	Supaul	C	Performance Payout Period from 01-04-2014 to 31-March-2015.
5	BRLPS200955	Kamal Kishore	12-Jun-12	District Project Manager	Saran	B	Performance Payout Period from 01-04-2014 to 31-March-2015.
6	BRLPS200964	Indra Shekhar Indu	12-Jun-12	District Project Manager	Sitamarhi	B	Performance Payout Period from 01-04-2014 to 31-March-2015.
7	BRLPS200065	Awadhesh Kumar	12-Jun-12	District Project Manager	Khagaria	C	Performance Payout Period from 01-04-2014 to 31-March-2015.
8	BRLPS200511	Sunirmal Garain	18-Jun-12	District Project Manager	KATIHAR	A	Performance Payout Period from 01-04-2014 to 31-March-2015.
9	BRLPS200493	Ajay Kumar Singh	2-Jul-12	District Project Manager	Gopalganj	C	Performance Payout Period from 01-04-2014 to 31-March-2015.
10	BRLPS202325	Ajit Kumar	19-Oct-13	District Project Manager	Munger	B	Performance Payout Period from 01-04-2014 to 31-March-2015.



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S.No	Employee Code	Name	DOJ	Designation	DPCU	Grades Awarded	Performance Payout Period
11	BRLPS202326	Mukesh Kumar Sasmal	19-Oct-13	District Project Manager	Nawada	A	Performance Payout Period from 01-04-2014 to 31-March-2015.
12	BRLPS202323	Acharya Mammat	19-Oct-13	District Project Manager	ROHTAS	B	Performance Payout Period from 01-04-2014 to 31-March-2015.
13	BRLPS202327	Manish Kumar	19-Oct-13	District Project Manager	Jehanabad	B	Performance Payout Period from 01-04-2014 to 31-March-2015.
14	BRLPS202328	Mithlesh Kumar	19-Oct-13	District Project Manager	Madhepura	B	Performance Payout Period from 01-04-2014 to 31-March-2015.
15	BRLPS202322	Vinay Kumar	19-Oct-13	District Project Manager	ARWAL	B	Performance Payout Period from 01-04-2014 to 31-March-2015.
16	BRLPS202324	Nalini Tigga	19-Oct-13	District Project Manager	DARBHANGA	B	Performance Payout Period from 01-04-2014 to 31-March-2015.
17	BRLPS207274	Bikrant Shankar Singh	10-Oct-14	District Project Manager	JAMUI	B	Performance Payout Period from 10-Oct-2014 to 31-March-2015.
18	BRLPS207272	Tarun Kumar	10-Oct-14	District Project Manager	BEGUSARAI	B	Performance Payout Period from 10-Oct-2014 to 31-March-2015.
19	BRLPS100005	Santosh Kumar		District Project Manager	Nalanda	A	On Deputation, hence not eligible for Payout.
20	BRLPS100009	Ajay Kumar		District Project Manager	Bhojpur	A	On Deputation, hence not eligible for Payout.
21	BRLPS100011	Alok Kumar		District Project Manager	Muzaffarpur	C	On Deputation, hence not eligible for Payout.



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