



# JEEV:KA

Rural Development Department, Government of Bihar

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



बिहार सरकार

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Ref. No.:

BRLPS/ESTT-HR/1445/17/757

Date:

19-06-2020

### OFFICE ORDER

#### Performance Appraisal of the employees who were left out from grading for the Year 2016-17.

The HRD Manual of BRLPS provides for conducting Annual Performance Appraisal of project staff. On the basis of their performance, suitable grades had been awarded to them for the year 2016-17. There were some employees who were left out from the appraisal process.

The final grading based on Performance Appraisal of employees along with the respective period is attached in this office order as **Annexure-1**.

The DPMs and all BPMs of respective BPIUs are directed to ensure calculation of performance pay as per the following criteria:

- 30 % of total amount of basic salary actually paid (during the period for which performance is appraised) if performance grade awarded is **A**.
- 20 % of total amount of basic salary actually paid (during the period for which performance is appraised) if performance grade awarded is **B**.
- 10 % of total amount of basic salary actually paid (during the period for which performance is appraised) if performance grade awarded is **C**.
- No performance pay would be payable 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. The DPMs would be the nodal person for ensuring payment of Annual Performance Pay in respective DPCUs and all concerned BPIUs. For SPMU staff SPM-HR will be nodal person.

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, the Office Assistant / 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 was posted to some other district and his final settlement has already been closed from the previous district, his performance pay amount will be paid from the district where he worked last before resigning. After payment of the amount an acknowledgement needs to be sent to the SPMU by the DPCU so that the same can be kept in the employees' personal file. If it's a recovery case, adjustment be done from the Performance payout.

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 of the disbursement of payout.

By the order of CEO

  
(Kumar Anshumaly)  
Director

Encl.: As above.

Copy to:

1. Director/OSD/AO/CFO/SFMs/PS
2. All PCs/SPMs/PMs/AFM/PO/DPMs/Finance Manager/Manager-HR/BPMs
3. IT Section & Concerned Files.

## Annexure - I

## Performance Grade of Pending Employees for the Year 2016-17 (BPIU &amp; DPCU)

S. No.	Staff Id	Name	DOJ	Designation	Thematic Unit	Block/ District	District	Grade	Performance Payout Period
1	BRLPS203253	Arun Kumar Mishra	19 Dec 13	Area Co-Ordinator	Field Operations	BPIU-Andar	SIWAN	D	No Performance Payout
2	BRLPS207818	Bhaskar Kumar	24 Feb 15	Block Project Manager	BPIU Operations	BPIU-Andar	SIWAN	C	Performance Payout from 01-Apr-16 to 31-Mar-17
3	BRLPS207004	Chandan Kumar	16 Sep 14	Community Co-Ordinator	Field Operations	BPIU-Andar	SIWAN	D	No Performance Payout
4	BRLPS207028	Abhishek Kumar Karan	16 Sep 14	Community Co-Ordinator	Field Operations	BPIU-Andar	SIWAN	D	No Performance Payout
5	BRLPS205666	Shobha Kumari	29 Jan 14	Community Co-Ordinator	Field Operations	BPIU-Andar	SIWAN	D	No Performance Payout
6	BRLPS207039	Ajit Kumar	16 Sep 14	Community Co-Ordinator	Field Operations	BPIU-Andar	SIWAN	D	No Performance Payout
7	BRLPS207080	Anil Kumar Choudhary	17 Sep 14	Community Co-Ordinator	Field Operations	BPIU-Andar	SIWAN	D	No Performance Payout
8	BRLPS208374	Pritam Kumar	2 Feb 16	Block Project Manager	BPIU Operations	BPIU-Barharia	SIWAN	A	Performance Payout from 02-Feb-16 to 31-Mar-17
9	BRLPS207007	Rajnish .	16 Sep 14	Community Co-Ordinator	Field Operations	BPIU-Barharia	SIWAN	B	Performance Payout from 01-Apr-16 to 31-Mar-17
10	BRLPS207025	Suresh Kumar Paswan	16 Sep 14	Community Co-Ordinator	Field Operations	BPIU-Barharia	SIWAN	C	Performance Payout from 01-Apr-16 to 31-Mar-17
11	BRLPS207038	Jagdish Kumar	16 Sep 14	Community Co-Ordinator	Field Operations	BPIU-Barharia	SIWAN	B	Performance Payout from 01-Apr-16 to 31-Mar-17
12	BRLPS205654	Manisha Kumari	29 Jan 14	Community Co-Ordinator	Field Operations	BPIU-Barharia	SIWAN	B	Performance Payout from 01-Apr-16 to 31-Mar-17
13	BRLPS205672	Rupa Devi	29 Jan 14	Community Co-Ordinator	Field Operations	BPIU-Barharia	SIWAN	B	Performance Payout from 01-Apr-16 to 31-Mar-17

S. No.	Staff Id	Name	DOJ	Designation	Thematic Unit	Block/ District	District	Grade	Performance Payout Period
14	BRLPS207035	Ram Naresh Kumar	16 Sep 14	Community Co-Ordinator	Field Operations	BPIU-Barharia	SIWAN	B	Performance Payout from 01-Apr-16 to 31-Mar-17
15	BRLPS207017	Amarjeet Kumar	16 Sep 14	Community Co-Ordinator	Field Operations	BPIU-Barharia	SIWAN	B	Performance Payout from 01-Apr-16 to 31-Mar-17
16	BRLPS202866	Sanjay Kumar	12 Dec 13	Area Co-Ordinator	Field Operations	BPIU-Basantpur (SIWAN)	SIWAN	D	No Performance Payout
17	BRLPS205671	Aananti Devi	29 Jan 14	Community Co-Ordinator	Field Operations	BPIU-Basantpur (SIWAN)	SIWAN	D	No Performance Payout
18	BRLPS207026	Sanjay Kumar	16 Sep 14	Community Co-Ordinator	Field Operations	BPIU-Basantpur (SIWAN)	SIWAN	D	No Performance Payout
19	BRLPS203217	Km Astha Mishra	19 Dec 13	Livelihood Specialist	Livelihood	DPCU-SIWAN	SIWAN	B	Performance Payout from 01-Apr-16 to 31-Mar-17
20	BRLPS207370	Gaurav Kumar Mishra	28 Jan 15	Accountant	Finance	BPIU-Khutauna	Madhubani	C	Performance Payout from 01-Apr-16 to 31-Mar-17
21	BRLPS200628	Sunil Kumar	25 May 10	Community Co-Ordinator	Field Operations	BPIU-Benipatti	Madhubani	C	Performance Payout from 01-Apr-16 to 31-Mar-17
22	BRLPS207453	Ranjeet Kumar Sahani	30 Jan 15	Accountant	Finance	BPIU-Bibhutpur	SAMASTI PUR	A	Performance Payout from 01-Apr-16 to 31-Mar-17
23	BRLPS201816	Dhananjay Kumar Bharti	23 Aug 13	Area Co-Ordinator	Field Operations	BPIU-Bibhutpur	SAMASTI PUR	A	Performance Payout from 01-Apr-16 to 31-Mar-17
24	BRLPS206564	Sapna Kumari	23 Jul 14	Area Co-Ordinator	Field Operations	BPIU-Bibhutpur	SAMASTI PUR	B	Performance Payout from 01-Apr-16 to 31-Mar-17
25	BRLPS202115	Jibachh Kumar	4 Oct 13	Block Project Manager	BPIU Operations	BPIU-Bibhutpur	SAMASTI PUR	B	Performance Payout from 01-Apr-16 to 31-Mar-17
26	BRLPS203684	Kumari Neelam Sachchidanand	21 Jan 14	Community Co-Ordinator	Field Operations	BPIU-Tajpur	SAMASTI PUR	A	Performance Payout from 01-Apr-16 to 31-Mar-17
27	BRLPS205552	Avinash Kumar	28 Jan 14	Community Co-Ordinator	Field Operations	BPIU-Shivajinagar	SAMASTI PUR	D	No Performance Payout

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S. No.	Staff Id	Name	DOJ	Designation	Thematic Unit	Block/ District	District	Grade	Performance Payout Period
28	BRLPS206726	Naina Bharti	16 Sep 14	Community Co-Ordinator	Field Operations	BPIU-Narpatganj	ARARIA	C	Performance Payout from 01-Apr-16 to 31-Mar-17
29	BRLPS203158	Narendra Kumar	17 Dec 13	Livelihood Specialist	Field Operations	BPIU-Dumaria	GAYA	D	No Performance Payout
30	BRLPS200410	Mitranjan Kumar	5 Oct 12	Area Co-Ordinator	Field Operations	BPIU-Raghopur	VAISHALI	C	Performance Payout from 01-Apr-16 to 31-Mar-17
31	BRLPS203583	KANCHAN MANI	25 Jan 14	Community Co-Ordinator	Field Operations	Bakhtiyarpur	Patna	C	Performance Payout from 01-Apr-16 to 31-Mar-17
32	BRLPS203466	PUNAM KUMARI	24 Jan 14	Community Co-Ordinator	Field Operations	Bakhtiyarpur	Patna	D	No Performance Payout
33	BRLPS205817	Tapan Kumar Ball	11 Feb 14	Manager - H &N	DPCU-Operations	NA	Kishanganj	A	Performance Payout from 01-Apr-16 to 31-Mar-17
34	BRLPS202564	Randhir Kumar	25 Oct 13	Training Officer	DPCU-Operations	NA	Saharsa	B	Performance Payout from 01-Apr-16 to 31-Mar-17
35	BRLPS201898	Archana Yadav	24 Aug 13	Area Co-Ordinator	Field Operations	Kanti	Muzaffarpur	C	Performance Payout from 01-Apr-16 to 31-Mar-17
36	BRLPS205944	Priya Kumari	4 Mar 14	Community Co-Ordinator	Field Operations	Kanti	Muzaffarpur	D	No Performance Payout
37	BRLPS203221	Sunil Kumar Suman	19 Dec 13	Livelihood Specialist	Field Operations	NA	Katihar	B	Performance Payout from 01-Apr-16 to 31-Mar-17

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19.06.2020