

Prasar Bharati
 (India's Public Service Broadcaster)
 Prasar Bharati Secretariat
 Prasar Bharati House,
Copernicus Marg, New Delhi-110001.

No. Misc-01/001(3)2018-19/Budget/196

Dated: 28.11.2018

Subject: Linking of Budget with monitoring software of contractual database.

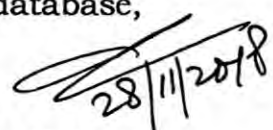
The Prasar Bharati Management Committee (MC) in its 37th meeting held on 19.07.2018 had directed that the Contractual data base needs to be added in the HRIS immediately for effective monitoring and control of contractual engagement in Prasar Bharati. It was also decided in the said meeting of MC that release of payment to contractual engagees has to be through the HRIS.

As per the decision of MC, contractual database has been integrated in HRIS. Accordingly, a new line entry for Contractuals namely 'OE-Contractuals' under the sub-head "OE" and 'PP&SS-Contractuals' under the sub-head "Programme Expenses" has been created. All the constituent of Prasar Bharati are therefore requested that the expenditure incurred on the engagement of Contractuals engaged as per the Contractual Engagement Policy of Prasar Bharati may be booked under the newly created line entries as per given below:

Sub-head	Line Entry	Engagees to be booked under the new line entry	Engagees not to be booked under the new line entry
1	2	3	4
Office Expenses	OE-Contractuals	All engagees, engaged as per the Contractual policy of Prasar Bharati viz Consultant, Coordinator, Associates, Legal Assistant, Manager (PR) Broadcast Executive (Technical) and all other engagees, engaged as per Contractual Engagement Policy for office work.	DEOs, MTS, Drivers, Casuals engaged for Gate Management, Mali, Electrician and all other contractuals being engaged for office work and not engaged as per the Contractual Engagement Policy of Prasar Bharati
	OE-Payment to Casuals	DEOs, MTS, Drivers and all other casuals, except those engaged as per Contractual Engagement Policy of Prasar Bharati for office work	

Programme Expenses	PP&SS-Contractuals	All engagees, engaged as per the Contractual policy of Prasar Bharati viz Post Production Assistant, Content Manager, Trainee (Packaging), Broadcasting Executive, Graphic Artist, Research Assistant, Content Executive, Anchor cum Correspondent, Copy Editor/Writer, Broadcast Executive, Marketing Executive, Make-up Assistant, Archival Assistant, Library Assistant, Lightman, Cameraman, Creative Editor, Marketing Executive, Editor, News Input Executive/ Correspondent, News Reader cum Translator, Editorial Executive, Editor, Programmer, Scroll Supervisor/ Assistant, Intern and all other engagees, engaged as per Contractual Engagement Policy in Programme wing.	Resource Persons and all other engagees working in Programme wing and not engaged as per the Contractual Engagement Policy of Prasar Bharati. These categories of persons are engaged under PP&SS-Resource persons/casuals
	PP&SS-Resource persons	Resource persons engaged for Prog work and all other casuals, except those engaged as per Contractual Engagement Policy of Prasar Bharati for Prog. work	

Further, the release to verticals towards payment of remuneration of Contractuals engaged under Contractual Engagement Policy will be made strictly as per the details appearing in the Contractual database in HRIS. Payment to those Contractuals, who are engaged as per the Contractual Engagement Policy and whose name is not appearing in the HRIS database, will not be made in any case.


(C K Jain)

Dy. Director General (Fin)

DG: AIR/DD
DG: NSD/DDN

Copy to:

1. ADG(F), DG: AIR/DD
2. S.O to CEO/PPS to Member (F)
- ✓ 3. DDG(T) with the request to upload the above order on the official website of Prasar Bharati.
4. DD (GAU) w.r.t to his Note No.A-10/016/28/2018-GA dated 31.08.2018.