

No.1-1-87/CS/Vol.I/2163
Administration of Daman & Diu
Department of Personnel &
Administrative Reforms,
Secretariat, Daman 396220.

Dated:- 20/09/2011

READ:- Notification No.1-1-87/CS/Vol.I/317 dated 28.04.2011

NOTIFICATION

In continuation to Notification No.1-1-87/CS/Vol.I/317 dated 28.04.2011, the Administrator of Daman & Diu is pleased to order as under with immediate effect.

- 1) The Development Commissioner, Daman & Diu shall be the Appointing Authority for all the Common Cadre Non Gazetted Posts in respect of Departments/Offices of U.T. of Daman & Diu

Common Cadre viz:

- a. Superintendent (Non-Gazetted)
 - b. Head Clerks/Assistants/Information Assistants/Confidential Assistants,
 - c. U.D.Cs,
 - d. L.D.Cs,
 - e. Senior Stenographers/Junior Stenographers,
 - f. Drivers (LMV/HMV),
 - g. Multi Tasking Staff viz, Daftaries, Peons, Watchmans, Sweepers.
- 2) The Collector, Daman shall be the Cadre Controlling Authority for Multi Tasking Staff in respect of Department/Offices of U.T. of Daman & Diu.

By Order and in the name of the
Administrator of Daman & Diu

(P. S. Jani)

Joint Secretary (Pers.)

Copy to:-

- 1) The Staff Officer to the Administrator, Secretariat, Daman.
- 2) The Development Commissioner, Secretariat, Daman.
- 3) The Finance Secretary, Secretariat, Daman.
- 4) The Managing Director, OI DC, Daman.
- 5) The Collector, Daman/Diu
- 6) All Head of Office, Daman]
- 7) The Deputy Collector, Daman for circulation in Diu District.
- 8) The Deputy Director, Govt. Printing Press, Daman for publication in O.G.
- ✓ 9) The D.I.O., NIC, Secretariat, Daman for uploading in Govt. Website.
- 10) The Deputy Secretary (Pers.), DNH, Silvassa, for similar action in respect of DNH.
- 11) Guard file/Office copy