

संघ राज्य प्रशासन, लद्दाख

वित्त विभाग



THE ADMINISTRATION OF
UNION TERRITORY OF LADAKH

FINANCE DEPARTMENT

F. No.A / 383 / 2024 (E 20411) / 4156-65

ई-मेल / e-mail: director-at@ladakh.gov.in

यूटी सचिवालय, लेह / UT Secretariat, Leh,

Dated: 25.02.2025

Subject: Extension of benefits of Consolidated Guidelines of DoPT Office Memorandum dated: 13.02.2020 for the Daily Rated Workers of UT of Ladakh.

Order No.: 75 - F of 2025
Dated: 25.02.2025

Whereas, there are approximately 1900 Daily Rated Workers in various Departments of the Administration of UT of Ladakh as per the Report submitted by the Fact-Finding Committee constituted to look into the issue of Daily Rated Workers (DRW) in the UT of Ladakh.

Whereas, it has been decided that all such Daily Rated Workers shall be extended selected benefits envisaged in the *Consolidated Guidelines on Casual Workers* contained in DoPT's Office Memorandum dated 13.02.2020.

Now, therefore, by this Order the following provisions of the Consolidated Guidelines / Instructions contained in the DoPT's OM dated: 13.02.2020, are hereby extended to the DRWs in the UT of Ladakh, namely:

1.

a. Where the nature of work entrusted to the DRW and regular worker is the same, the DRW shall be paid at the rate of 1/30th of the pay at the minimum of the relevant pay scale plus dearness allowance for work of 08 hours a day.

(Clause 2.1, part 'A' of the DoPT OM)

Provided that, if the DRW is performing work different from the work done by a regular employee, the DRW shall be paid only the minimum wages as notified by the Labour & Employment Department and as made applicable to the Government Offices/Departments by the Finance Department.

(Clause 2.2, part 'A' of the DoPT OM)

b. The DRW may be given one paid weekly off after six days of continuous work.

(Clause 3.1, part 'A' of the DoPT OM)

Provided that, the payments to the DRW may be restricted only to the days on which they actually perform duty with a paid weekly off. In addition, they will also be paid for a Public Holiday, if it falls on a working day.

(Clause 3.2, part 'A' of the DoPT OM)

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c. This Order is applicable to such DRWs who are working as of 01.01.2025 and have rendered a continuous service of at least 10 years, having been engaged for a period of at least 240 days (206 days in the case of Offices observing 05 days week) in a year.

(based on Clause 1.2 of part 'B' of the DoPT OM)

d. For the purpose of computing the minimum of basic pay, as at (a) above, the benefits of increment at the same rate / level of pay in the pay matrix, would be taken into account for calculating *pro-rata* wages for every one year of services rendered / engaged, subject to performance of duty for at least 240 days (206 days in offices observing 05 days week) in a year.

(based on Clause 2.2 of part 'B' of the DoPT OM)

The minimum of basic pay shall be arrived at, on the basis of the number years of engagement as DRW, at a periodic interval / grouping of 10 years, 13 years, 16 years, 19 years, 22 years, and 25 years and above.

Illustration: Since almost all of the 1900 DRWs are undertaking task performed by posts in SL-1 of the pay matrix, the minimum of basic pay shall be as follows:

No. of years served by DRW as of 01.01.2024	No. of the cell in vertical column of SL-1 in the pay matrix	Basic pay	DA @50%	Monthly remuneration (see note below)
1.	2.	3.	4.	5.
10 years completed up to 12 years, 09 months	Cell 10	19300	9650	28950
13 years completed up to 15 years, 09 months	Cell 13	21100	10550	31650
16 years completed up to 18 years, 09 months	Cell 16	23100	11550	34650
19 years completed up to 21 years, 09 months	Cell 19	25200	12600	37800
22 years completed up to 24 years, 09 months	Cell 22	27600	13800	41400
25 years and above	Cell 25	30200	15100	45300

(Note: In view of instructions in clause 3.1 and 3.2 of part 'A' of DoPT OM, the number of days in a month is calculated as a full month of 30 days).

e. Maternity Leave to DRW, as admissible to regular Class-IV posts employee shall be allowed.

(see Clause 2.4 of part 'B' of the DoPT OM)

Also, Paternity Leave as admissible to regular Government employees who has less than the two surviving children, for a period of 15 days, during the confinement of his wife will be allowed. During the period of such leave, he shall be paid wages drawn immediately before proceeding on leave.

(see Clause 1.3, part 'D' of the DoPT OM)

f. Leave entitlement would be on a *pro-rata* basis of one day for every 10 days of work. This leave will be credited to a separate leave account of the DRW on 01st January and 01st July for the preceding half year. There will be no encashment of the leave on termination of service for any reason or on their quitting the service. Casual Leave / Earned Leave / Special Leave / Half Pay Leave (Commutated leave) etc., as available to regular Government employees shall not be admissible.

(See clause 2.3, part 'B', read with clause 4.1(6), part 'B' of the DoPT OM)

2. The DRWs to whom this Order has been extended to, **shall not** be entitled for any grant of temporary status or for regularisation in service or for regular engagement, in any form in the Administration of UT of Ladakh; and can be removed or terminated from the service, if there are serious case(s) of misconduct and violation of conditions of the service, at the sole discretion of the Head of Department concerned.

3. The tentative number of Daily Rated Wagers engaged in each Department is annexed as **Annexure (A)** to this Order.

The 1900 Nos of Daily rated workers are as per the Fact-Finding Committee Report and the number may vary subject to complete verification by the respective departments.

4. The Administrative Secretaries of each Department may verify the genuineness of all the Daily Rated Wagers engaged in the respective Departments from time to time and as per the details submitted by the Departments to the Fact-Finding Committee Constituted in this regard.



5. This order shall be applicable only to those Daily Rated Wagers who has been enrolled on "Aadhar Based Biometric Identification & Skill Profiling of Daily Rated Workers" in pursuance to Government Order No. 126-F of 2016 dated 28.04.2016.

6. All other types of workers such as part time workers, seasonal workers, workers engaged on consolidated remunerations etc. shall be outside the purview of this Order.

Workers engaged against specific schemes like ReK, NYC, ICDS, MDMS etc.; or engaged under any other Centrally Sponsored Schemes or Central Sector Schemes shall be outside the purview of this Order.

Daily Rated Workers engaged *post complete ban on engagement of such workers as per Government of Jammu and Kashmir Order No. 43-F of 2015, dated: 17.03.2015*, are also not eligible to be extended the benefits of this Order.


7. This Order shall be applicable from 01.01.2024, but the monetary benefits shall take effect from Financial Year 2025-26 i.e. with effect from 01.04.2025.

This issues with the approval of the Hon'ble Lieutenant Governor, UT of Ladakh, vide e-file No. A/383/2024 (E 20411).

Sd/-
Dr. Pawan Kotwal, IAS
Chief Secretary / Secretary Finance
UT of Ladakh.

Copy to the:

1. Joint Secretary, Jammu & Kashmir and Ladakh Affairs, Ministry of Home Affairs, New Delhi.
2. All Administrative Secretaries, UT of Ladakh for information.
3. Secretary to Hon'ble Lieutenant Governor, UT of Ladakh.
4. Director General of Police, UT of Ladakh.
5. Deputy Commissioner / CEO, LAHDC, Leh & Kargil for information.
6. All Heads of Departments, UT of Ladakh for information.
7. Technical Director, NIC Ladakh for information and necessary action.
8. Pay and Accounts Officer, Leh and Kargil.
9. OSD to Hon'ble Lieutenant Governor, UT of Ladakh for information of the HLG.
10. OSD to Chief Secretary and Secretary Finance, UT of Ladakh for information of the CS.



Dr. Salfar Ali, IRS
Director, Accounts and Treasuries
UT of Ladakh.

Annexure (A) to Order No. 75 -F of 2025, dated: 25.02.2025

Sr. No	Departments	Number of Daily Rated Workers			
		Pre-1994	1994-2005	2005-2015	Total
1	PDD	0	2	290	292
2	PDC	0	7	31	38
3	Mechanical Engineering	0	33	31	64
4	Rural Development	0	0	11	11
5	PMGSY	0	0	28	28
6	PHE/I&FC	5	257	347	609
7	PW(R&B)	3	75	272	350
8	Sheep Husbandry	0	0	19	19
9	Horticulture	0	3	7	10
10	Fisheries	0	0	15	15
11	Soil Conservation	0	3	2	5
12	Planning	0	0	1	1
13	Tourism	0	4	32	36
14	Legal Metrology	0	0	1	1
15	Agriculture	1	6	19	26
16	Handicrafts	0	2	2	4
17	Handloom	0	0	1	1
18	Wildlife	0	15	6	21
19	Animal Husbandry	0	1	10	11
20	Forests	0	6	4	10
21	FCS &CA	8	28	104	140
22	Industries	1	0	0	1
23	Labour	0	1	0	1
24	Poly technics	0	0	5	5
25	Municipal Committees	0	1	54	55
26	Health	6	64	24	94
27	Education	0	1	3	4
28	District Funds	0	1	1	2
29	ARTO	0	2	6	8
30	Social Welfare	0	1	1	2
31	Degree Colleges	0	5	3	8

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32	Libraries	0	6	2	8
33	DIET	0	0	1	1
34	Treasuries	0	2	4	6
35	Cooperatives	0	3	5	8
36	Revenue	0	0	2	2
37	District Motor Garages	0	1	1	2
38	Chief Controller of Finance	0	0	1	1
	Total	24	530	1346	1900


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