

Statement showing Section-wise Sanctioned, Existing and Assessed Staff Strength in Main Secretariat

1. Implementation Cell

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Section Officer	1	1	-
2	Superintendent(Legal)	-	-	1
3	Assistant (Legal)	1	1	1
4	Assistant (CSS)	1	-	-
5	UDC/LDC	3	3	3 * (one UDC exclusively for RTI work)
	TOTAL	6	5	5

2. Judicial

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Section Officer	1	1	1
2	Assistant (Legal)	1	1	1
3	Assistant (CSS)	3	1	2
4	UDC/LDC	3	3	2
	TOTAL	8	6	6

3. Notary Cell

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Section Officer	1	1	1
2	Assistant	1	1	1
3	UDC/LDC	2	2	1
	TOTAL	4	4	3

4. Advice 'A' ('A' and 'C' together)

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Superintendent(Legal)	2	2	1
2	Assistant (Legal)	3	1	2
3	UDC/LDC	4	4	3
	TOTAL	9	7	6

5. Advice 'B' Section

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Superintendent(Legal)	1	1	1
2	Assistant (Legal)	3	1	1
3	UDC/LDC	2	2	2
	TOTAL	6	4	4

6. Library and Research Section

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Librarian Gr.I	1	-	1
2	Assistant (Legal)	1	-	-
3	Sr. Library Information Assistant	2	2	2
4	Library Information Assistant	1	1	1
5	Sr. Library Attendant	3	3	3
	TOTAL	8	6	7

7. Legal Officers

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Addl. G.C.	7	6	5*
2	Deputy G.C.	8	5	5
3	Assistant G.C.	20	13	13
	TOTAL	35	24	23

8. Administration Sections and Supervisory Officers

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Deputy Secretary	2	2	2
2	Under Secretary	3	3	3
	TOTAL	5	5	5

9. Admn-I

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Section Officer	1	1	1
2	Assistant	3	2	2
3	UDC/LDC	2	2	2
4	Court Clerk	2	2	-
	TOTAL	8	7	5

10. Admn-II (General Admn)

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Section officer	1	1	1
2	Assistant	1	2	1
3	UDC/LDC	6	6	2
	TOTAL	8	9	4

11. Admn. III Section

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Section Officer	1	1	1
2	Assistant	2	4	3
3	UDC/LDC	2	2	1
	TOTAL	5	7	5

12. Admn. IV

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Section Officer	1	1	1
2	Assistant	4	3	2
3	UDC/LDC	4	4	2
	TOTAL	9	8	5

13. Cash & Accounts Section

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Cash Officer	1	1	1
2	Assistant	1	-	1
3	UDC/LDC	6	6	3
	TOTAL	8	7	5

14. Hindi Section

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	DD (OL)	1	1	1
2	AD (OL)	1	1	1
3	Sr. Hindi Translator	1	1	1
4	Jr. Hindi Tranalator	3	3	3
	TOTAL	6	6	6

15.

Receipt & Issue Section

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Assistant	1	-	1
2	UDC/LDC	5	4	4
3	Dispatch Rder	1	1	1
4	Sr. Gestetner Operator.	1	1	1
5	Jr. Gestetner Operator	1	1	1
	TOTAL	9	7	8

Assessment of Sr. PPS/PPS/PS/PA/Steno Gr.'D' in the Main Secretariat.

S.No.	Name of the Post	Sr. PPS	PPS	PS	PA	Steno 'D'	Remarks
1	Law Secretary	1	-	-	1	-	
2	AG Office		-	1	1	1	Not studied
3	SG Office		-	2	-	-	Not studied
4	ASG Office (09)		2	8	2	2	Not studied
5	AS (A)		1	-	1	-	
6	AS (L)		1	-	1	-	
7	Legal Adviser & Ex-Officio AS		1	-	1		
8	JS & GC (07)		-	7	-	-	
9	DS (02)		-	2		-	
10	Legal Officers (MS) i) Addl. GC (05) ii) Dy. GC (05) iii) Asstt. GC (13)		- - -	5 5 -	- - 13	- - -	
11	Addl GC (HC)			1	-	-	
12	US (03)		-	-	3	-	
13	Assistant. GC(LC)		-	-	1	-	
	Total	1	5	31	24	03	

Assessment of Staff Car Drivers

Sanctioned Posts = 11
 Existing Strength = 10

S.No.	Name of the Post	AS
1	MLJ	1
2	MOS	1
3	Law Secretary	1
4	Addl. Secretary (2)	2
5	Legal Adviser & ex-officio AS	1
6	A.G.	1 (not studied)
7	CAS	1 (not studied)
8	JS & GC	2 (As a pool)
	Total:-	10

**Assessment of Group 'D' staff (including Senior Peon and Daftry) in
the Main Secretariat**

S.No.	Name of the Post/Section	Assessment
1	Law Secretary's Office	1
2	Addl. Secretary (A)	1
3	Addl. Secretary (L)	1
4	Legal Adviser/Ex-officio A.S.	1
5	A.G. Office	3 (Not studied)
6	S.G. Office	2 (Not studied)
7	ASG (9)	9 (Not studied)
8	JS & GC (07)	7 one for each (As per norms)
9	Addl. G.C. (05) }	}
10	Dy. G.C.(05) } 23	} 12 One peon for 2 officers(As per norms)
11	Assistant GC (13) }	}
12	Deputy Secretary (02) }	2-1/2 } (2.5)
13	Under Secretary (03) }	}
14	DD (OL)	1/2 (.5)
15	Admn & other Sections (I, II, III, IV Advice, Notary, Judicial, Implementation, Hindi, Library and Cash)	8 (As per norms i.e. one Peon and one Daftry for 16 assessed strength of staff at sectional level i.e. 67)
16	Cash Section	1 (For assisting the Cashier)
17	R&I Section	4
18	ATFE	3
19	Court Messenger	2
20	Farash	2
21	Sweeper	3
	Total:	63

Legal Officers posted outside Main Secretariat

S.No.	Name of the Post	Deptt. where posted	Existing Strength	Assessed Strength	Remarks
1	Addl. G.C.	Defence	1	1	
2	Addl. G.C.	CBI	3	3	
3	Addl. G.C.	SFIO	1	1	
4	Addl. G.C.	Labour	1	1	
5	Addl. G.C.	DGS&D	1	1	
6	Deputy G.C.	APIO	1	1	
7	Deputy G.C.	DGS&D	1	1	
8	Deputy G.C.	AG's Office	1	1	
9	Deputy G.C.	NCD	1	1	
10	Assistant G.C.	L&DO	1	1	
11	Assistant G.C.	IB	1	1	
12	Assistant G.C	Health	1	1	
13	Assistant G.C	Defence	1	1	
14	Assistant G.C	Telecom	1	1	
15	Assistant G.C	Justice	1	1	
16	Assistant G.C	Estate Office	1	1	
17	Assistant G.C	CPWD	1	1	
18	Superintendent(Legal)	Estate Office	1	1	
	Total		20	20	

Assessment of Staff for Litigation Section, (High Court).

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Addl. G.C.	1	1	1
2	Superintendent(Legal)	2	2	2
3	Assistant (Legal)	3	1	2
4	Accountant	1	1	1
5	Sr. CC-I	2	2	2
6	Sr. CC-II	2	2	2
7	Court Clerk	6	6	6
8	Court Messenger	-	-	1
9	Peon	4	4	4 (one as Daftry one for Addl. G.C. &one for Sections and one for R&I.
	Total:	21	19	21

Litigation Section (Lower Court)

S.No.	Name of the Post	Sanctioned Strength	Existing Strength	Assessed Strength
1	Asstt. Govt. Counsel	1	1	1
2	Superintendent(Legal)	1	-	1
3	Assistant (Legal)	2	1	1
4	Jr. Accountant	1	1	1
5	Sr. Court Clerk Gr.I	1	-	1
6	Sr. Court Clerk Gr.II	1	1	1
7	Court Clerk	3	3	3
8	Daftry	1	-	1 (for record room)
9	Peon	1	2	1
	Total:	12	9	11

Consolidated statement showing the post wise sanctioned and assessed strength in the Main Secretariat and other than Main Secretariat of the Department of Legal Affairs.

S.No.	Name of Post	Pay Scale (Rs.)	Sanctioned Strength				Assessed Strength		Remarks, if any
			MS	Others than MS	MS	Other than MS	MS	Other than MS	
1	Law Secretary	26000/-(fixed)	1	-	1	-	1	-	Not studied
2	Additional Secretary	22400- 24500	2	-	2	-	2	-	Not studied
3	Legal Adviser & ex-officio AS	22400-24500	1	-	1	-	1	-	Not studied
4	Joint Secretary & Govt. Counsel	18400-22400	7	4	7	4	7	4	Not studied
5	Additional Govt. Counsel	14300-18300	7	10	5	8	5	8	7 Addl. GCs in other Deptts. and 1 Addl GC in Litigation(High Court)
6	Deputy Government Counsel	12000-16500	8	4	5	4	5	4	
7	Deputy Secretary	12000-16500	2	-	2	-	2	-	
8	Sr. PPS	12000-16500	-	-	1	-	1	-	
9	Assistant Government Counsel	10000-15200	20	9	13	9*	13	9*	* 8 AGCs in other Deptt. and 1 AGC in Litigation (Lower Court)
10	Under Secretary	10000-15200	3	-	3	-	3	-	
11	Deputy Director (OL)	10000-15200	1	-	1	-	1	-	
12	Principal Private Secretary	10000-15200	3	-	5	-	5	-	
13	Superintendent (Legal)	7500-12000	4	3	4	3	4	3	
14	Assistant Director (OL)	7500-12000	1	-	1	-	1	-	
15	Section Officer	6500-10500	7	-	5	-	5	-	
16	Librarian Gr.I	6500-10500	1	-	1	-	1	-	
17	Cash Officer	6500-10500	1	-	1	-	1	-	
18	Private Secretary	6500-10500	30	-	31	-	31	-	
19	Assistant (Legal)	6500-10500	9	5	5+1*	3	5+1*	3	*As L.R.
20	Senior Hindi Translator	6500-10500	1	-	1	-	1	-	
21	Assistant (CSS)	5500-9000	17	-	13+2*	-	13+2*	-	* As LR

22	Steno Grade 'C'/PA	5500-9000 6500-10500 Revised	43	-	24	-	
23	Accountant	5500-9000	-	1	-	1	
24	Junior Hindi Translator	5500-9000	3	-	3	-	
25	Sr. Library Information Asstt.	5500-9000	2	-	2	-	
26	Library Information Asstt.	5000-8000	1	-	1	-	
27	Senior Court Clerk Gr. I	5000-8000	-	3	-	3	
28	Staff Car Drivers – Spl. Grade	5000-8000	1	-	1	-	
29	Junior Accountant	4500-7000	-	1	-	1	
30	Staff Car Drivers – Gr.I	4500-7000	4	-	3	-	
31	Senior Court Clerk - Gr.II	4000-6000	-	3	-	3	
32	Upper Division Clerk	4000-6000	23	-	14+2*	-	* As LR
33	Steno Grade 'D'	4000-6000	9	-	03+6*	-	* As L.R.
34	Staff Car Drivers – Grade II	4000-6000	2	-	2	-	
35	Lower Division Clerk	3050-4590	16	-	11+1*	-	* As L.R.
36	Court Clerk	3050-4590	2	9	-	9	
37	Senior Library Attendant	3050-4590	3	-	3	-	
38	Despatch Rider	3050-4590	1	-	1	-	
39	Senior Gestetner Operator	3050-4590	1	-	1	-	
40	Staff Car Drivers(Ordinary Gr.)	3050-4590	4	-	4+1*	-	* As LR
41	Junior Gestetner Operator	2750-4400	1	-	1	-	
42	Daftary	2610-4000	9	-	6	-	
43	Senior Peon	2610-4000	19	-	14	-	
44	Peon	2550-3200	51	-	36+6*	-	* As L.R.
45	Court Messenger	2550-3200	2	-	2	-	
46	Farash	2550-3200	3	-	2	-	
47	Safaiwala/Sweeper	2550-3200	4	-	3	-	
	Total		330	52	264	48	

**MS - Main Secretariat
Other than Main Secretariat**

Statement showing sanctioned, working & Assessed Strength of Branch Sectt,
MUMBAI

S.No.	Name of Post	Pay Scale(Rs.)	SS	WS	AS	Remarks, if any
1	JS&Govt. Counsel	18400-22400	2	1	2	
2	Addl. Govt. Counsel	14300-18300	4	2	3	
3	Dy. Govt. Counsel	12000-16500	1	1	1	
4	Asstt. Govt. Counsel	10000-15200	1	1	1	
5	Superintendent(Legal)	7500-120000	2	2	2	
6	Section Officer	6500-10500	1	1	1	
7	Private Secretary	6500-10500	3	3	3 *	*Includes one for ASG
8	Asstt. (Legal)	6500-10500	4	3	3	
9	Asstt. (CSS)	5500-9000	3	1	1	
10	Steno 'C'/ PA	5500-9000	6	1	4	
11	Accountant	5500-9000	1	1	1	
12	Jr. Hindi Translator	5500-9000	1	1	1	
13	Library Information Asst.	5500-9000	1	1	1	
14	Sr. Court Clerk Gr.I	5000-8000	1	0	1	
15	Sr. Court Clerk Gr.II	4000-6000	3	3	3	
16	UDC	do-	4	4	4	
17	Steno 'D'	do-	4	4	3	
18	Staff Car Driver Gr II	do-	1	1	1	
19	LDC	3050-4590	2	1	2	
20	Court Clerk	do-	11	10	10	
21	Jr. Gest. Operator	2750-4400	1	1	1	
22	Record Keeper	2750-4400	1	1	1	
23	Dafttry	2610-4000	2	2	2	
24	Sr. Peon	2610-4000	1	1	1	
25	Peon	2550-3200	6	6	6	
26	Court Messenger	2550-3200	1	1	1	
27	Jr. Library Attendant	2550-3200	1	1	1	
TOTAL			69	55	61	

SS- Sanctioned Strength, WS - Working Strength, AS – Assessed Strength

Annexure-X
Statement showing Sanctioned, working and Assessed Strength of Staff in Branch Sectt., Kolkata

S.No.	Name of Post	Pay Scale(Rs.)	SS	WS	AD	AS	Remarks, if any
1	JS & Govt. Counsel	18400-22400	2	1	-	2	Not studied
2	Addl Govt. Counsel	14300-18300	2	2	3	2	On each for Appellate and original side.
3	Deputy Govt. Counsel	12000-16500	2	2	-	1	
4	Asstt. Govt. Counsel	10000-15200	2	1	-	2*	One for Ord. Factory Board and one for Advice.
5	Under Secretary	10000-15200	0	0	1	0	
6	Superintendent (Legal)	7500-12000	1	1	3	1	For Bill Section
7	Jr. Central Govt. Advocate	7450-11500	4	2	0	4	Two for Appellate Side
							One for original side (Revenue cases)
							One for original side (other than Revenue)
8	Asstt. (Legal)	6500-10500	2	2	6	2	
9	Section Officer	do-	1	1	2	1	
10	P.S.	do-	3	3	0	2	one each for JS & GC
11	Steno Gr.'C'/P.A.	5500-9000	6	4	0	5	two for 2 addl.GC's & 1 for 2 Dy.GC's
12	Steno 'D'	4000-6000	4	4	0	4	one for AGC, one for Admn
13	Accountant	5500-9000	1	1	0	1	
14	Asstt. (CSS)	5500-9000	0	0	3	0	
15	Jr. Hindi Translator	do-	1	1	0	1	
16	UDC	4000-6000	4	4	0	4	2 for Admn 1 as Cashier, 1 in R&I
17	LDC	3050-4590	3	4	0	3	one each for R&I Section, Admn. & Bill Section
18	Library Clerk	5000-8000	1	1	0	1	

19	Sr. Court Clerk Gr.I	5000-8000	4	1	0	4	
20	Sr. Court Clerk Gr.II	4000-6000	13	3	0	10	
21	Court Clerk	3050-4590	15	14	5	15	
22	Staff Car Driver(Ord. Gr.)	do-	1	1	0	1	
23	Despatch Reader	do-	1	1	0	1	
24	Sr. Library Attendant	do-	1	1	0	1	
25	Record Keeper	2750-4400	3	3	0	3	
26	Daftry	2610-4000	1	1	0	1	
27	Sr. Peon	2610-4000	1	1	0	1	
28	Peon	2550-3200	7	7	0	7	
29	Court Messenger	do-	3	3	0	3	
30	Watchman	do-	1	1	0	1	
31	Farash	do-	1	1	0	1	
32	Safaiwala	do-	1	1	0	1	
	TOTAL		92	73	23	86	

SS - Sanctioned Strength

WS- Working Strength

AD - Additional Demand

AS - Assessed Strength

Statement showing sanctioned, working & Assessed Strength of Branch
Sectt, CHENNAI

S.No.	Name of Post	Pay Scale(Rs.)	SS	WS	AS	Remarks, if any
1	Addl. Govt. Counsel	18400-22400	1	1	1	
2	Asst. Govt. Counsel	10000-15200	1	1	1	
3	Suptd. (Legal)	7500-12000	1	1	1	
4	Section Officer	6500-10500	1	1	1	
5	Private Secretary	do-	1	2	1	For ASG
6	Assistant (Legal)	do-	3	2	2	
7	Assistant CSS)	5500-9000	1	2	1	
8	Steno Gr.'C'/PA	do-	2	1	2	(1for Addl.GC, 1forASG
9	Accountant	do-	1	1	1	
10	Library Info. Assistant	do-	1	1	1	
11	UDC	4000-6000	2	3	2	
12	Steno Gr.D	do-	2	2	2	One for Asst. GC & one for Section
13	LDC	3050-4590	2	1	1	
14	Court Clerk	do-	2	2	2	
15	Daftry	2610-4000	1	1	1	
16	Sr. Peon	do-	1	1	1	
17	Peon	2550-3200	3	3	3	
18	Watchman	do-	1	1	1	
	TOTAL		27	27	25	

Statement showing sanctioned, working & Assessed Strength of Branch Sectt,
BANGALORE

S.No.	Name of Post	Pay Scale(Rs.)	SS	WS	AS	Remarks, if any
1	Addl. Govt. Counsel	14300-18300	1	0	0	
2	Dy. Govt. Counsel	12000-16500	1	1	1	
3	Asstt. Govt. Counsel	10000-15200	2	1	1	
4	Section Officer	6500-10500	1	1	1	
5	Asstt. (Legal)	6500-10500	1	1	1	
6	Steno Gr.'C' /PA	5500-9000	1	1	1	
7	Steno Gr.'D'	4000-6000	1	1	1	
8	UDC	4000-6000	1	2	1	
9	LDC	3050-4590	2	1	1	
10	Court Clerk	3050-4590	1	1	1	
11	Peon	2550-3200	2	2	2	
12	Watchman	2550-3200	1	1	1	Office is located in Private Colony
	TOTAL		15	13	12	

Consolidated Statement of Sanctioned, and Assessed Staff Strength in the Branch Secretariats

Sl. No.	Name of the Post	Scale of Pay	Kolkata		Mumbai		Chennai		Bangalore	
			SS	AS	SS	AS	SS	AS	SS	AS
1	JS & Govt. Counsel	18400-22400	2	2	2	2	-	-	-	AS
2	Addl. Govt. Counsel	14300-18300	2	2	4	3	1	1	1	-
3	Dy. Govt. Counsel.	12000-16500	2	1	1	1	-	-	1	1
4	Asstt. Govt. Counsel.	10000-15200	2	2*	1	1	1	1	2	1
5	Superintendent(Legal)	7500-12000	1	1	2	2	1	1	-	-
6	Jr. Central Govt. Advocate	7450-11500	4	4	-	-	-	-	-	-
7	Section Officer	6500-10500	1	1	1	1	1	1	1	1
8	Assistant (Legal)	6500-10500	2	2	4	3	3	2	1	1
9	Private Secretary	6500-10500	3	2	3	3*	1	1	-	-
10	Assistant (CSS)	5500-9000	-	-	3	1	1	1	-	-
11	Steno Gr. 'C'/P.A.	5500-9000	6	5	6	4	2	2	1	1
12	Accountant	5500-9000	1	1	1	1	1	1	-	-
13	Jr. Hindi Translator	5500-9000	1	1	1	1	-	-	-	-
14	Library Information Asstt.	5500-9000	-	-	1	1	1	1	-	-
15	Sr. Court Clerk Gr.I	5000-8000	4	4	1	1	-	-	-	-
16	Sr. Court Clerk Gr.II	4000-6000	13	10	3	3	-	-	-	-
17	U.D.C.	4000-6000	4	4	4	4	2	2	1	1
18	Steno Gr.'D'	4000-6000	4	4	4	3	2	2	1	1
19	Staff Car Driver Gr.II	4000-6000	-	-	1	1	-	-	-	-
20	L.D.C.	3050-4590	3	3	2	2	2	1	2	1
21	Court Clerk	3050-4590	15	15	11	10	2	2	1	1
22	Library Clerk	3050-4590	1	1	-	-	-	-	-	-
23	Sr. Library Attendant	3050-4590-	1	1	-	-	-	-	-	-
24	Despatch Rider	3050-4590	1	1	-	-	-	-	-	-
25	Staff Car Driver(Ordinary Gr.)	3050-4590	1	1	-	-	-	-	-	-
26	Jr. Gestetner Operator	2750-4400	-	-	1	1	-	-	-	-
27	Record Keeper	2750-4400	3	3	1	1	-	-	-	-
28	Daftary	2610-4000	1	1	2	2	1	1	-	-
29	Senior Peon	2610-4000	1	1	1	1	1	1	-	-
30	Peon	2550-3200	7	7	6	6	3	3	2	2
31	Court Messenger	2550-3200	3	3	1	1	-	-	-	-
32	Farash	2550-3200	1	1	-	-	-	-	-	-
33	Safaiwala	2550-3200	1	1	-	-	-	-	-	-
34	Watchman	2550-3200	1	1	-	-	1	1	1	1
35	Jr. Library Attendant	2550-3200	-	-	1	1	-	-	-	-
Total			92	86	69	61	27	25	15	12

Consolidated Statement indicating the total number of posts sanctioned and assessed in the Department of Legal Affairs as a whole including Branch Secretariats

Sl.No.	Location	Number of posts sanctioned	Number of posts assessed
1	Main Secretariat at Shastri Bhavan	330	264
2	Other than Main Secretariat (i.e. outside Main Secretariat, Litigation Section, Delhi High Court and lower Court at Tis Hazari)	52	48
3	Branch Secretariat		
	i) Kolkata	92	86
	ii) Mumbai	69	61
	iii) Chennai	27	25
	iv) Bangalore	15	12
	Total:	585	496