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Chief Secretary's Secretariat, Northern Provincial Council



187, அடியாபாதம் வீதி, திருநெல்வேலி, யாழ்ப்பாணம்

187, අඩියපාඨම් පාර, දිල්ලතෙල්වෙලි, යාපනය

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My No: - NP/09/FRM/2011

15.03.2011

Provincial Treasury Circular No:-PT/05/2011

Secretaries,
Deputy Chief Secretaries,
Heads of Departments,
Northern Province.

Over Time to Minor Staff

The minor staff are involved in various activities such as key duty, cleaning, maintenance etc. Some of our minor staff are attached to Eastern Province. As a result, remaining minor staff are doing their normal work and covering the works of their colleagues who went on temporary attachment.

In view of the above, their over time limit is increased by 20 hours per month. Therefore their overtime limit is fixed upto 80 hours per month and this should be approved by Secretaries and Deputy Chief Secretaries after personally satisfy him/herself


A. Sivaswamy
Chief Secretary,
Northern Province.

Copy to:-

1. Secretary to the Hon.Governor -N.P
2. Deputy Chief Secretary , Provincial Public Administration-N P
3. Asst.Auditor General -N.P
4. Director, Provincial Audit-N.P

For information
please