

**TIME BOUND/**  
**BY SPEED POST**

F. No. Adm./4(12)/2016-CLC  
Government of India  
Ministry of Labour & Employment  
Office of the Chief Labour Commissioner (Central)

Shram Shakti Bhawan, Rafi Marg,  
New Delhi dated the 23 August, 2019.

To

MS. RASHMIREKHA PANDA (ROLL NO. 0003776)  
DI. PANCHANANA PANDA, AT KHUTEI COLONY  
2<sup>RD</sup> LANE, KANISIMATA, VIA- GULANTHARA  
PS- GULANTHARA, DLST, GANJAM, ODISHA-761008

Subject: Provisional Offer of appointment to the post of LEO(C) in the Organization of the Chief Labour Commissioner (Central), Ministry of Labour & Employment -reg.

Consequent upon nomination by the Union Public Service Commission and approval of the Competent Authority, you are hereby offered provisional appointment to the post of Labour Enforcement Officer (Central) in level 7 of Pay Matrix (Rs. 44,900/- to Rs.1.42.400/-) in the Organization of the Chief Labour Commissioner (Central), Ministry of Labour & Employment, on the following terms and conditions: -

- (i) In addition to basic pay in level 7 of Pay Matrix (Rs. 44,900/- to Rs.1.42.400/-), you will be entitled to draw dearness and other allowances at the rates admissible and subject to the conditions laid down in rules/ orders governing grant of such allowances.
- (ii) You will be on probation for a period of two years from the date of joining the post. The period of probation may, however, be extended at the discretion of the competent authority. As regards other matters relating to probation, the same shall be governed by the conditions laid down under the Labour Enforcement Officer (Central) Recruitment (Amendment) Rules, 2018 and other rules and instructions issued in this regard by the Central Government.
- (iii) During the period of probation, you will be required to undergo Induction Training and also to undertake such other training courses and departmental tests as the Government may prescribe. At the end of the training, your performance will be evaluated through written examination/assessment or both as the case may be and successful completion of the training will be mandatory for completion of the probation and subsequent confirmation. Failure to complete the period of probation to the satisfaction of Government or failure to pass the prescribed test(s) will render you liable to be discharged from service.
- (iv) During the period of probation, you will be liable to be discharged from service at any time without any notice, if
  - (a) On the basis of your performance or conduct, you are considered unsuitable for further retention in service, or
  - (b) You are otherwise found ineligible or unsuitable to be retained in the service.