

### 34. MARATHI SPEAKING UNION

- 34.1 Established as a corporate body under the Marathi Speaking Union Act No. 22 of 2015, the Marathi Speaking Union (MSU) operates under the *aegis* of the Ministry of Arts and Cultural Heritage. Its main objects, among others, consist of promoting the Marathi language in its spoken and written forms; providing facilities for exchange programmes, scholarships and social interactions between the Union and other organisations at international level; and promoting and encouraging the linguistic development among all people having an interest in Marathi language with special emphasis on its cultural, artistic, economic and social perspective.
- 34.2 An Executive Council is responsible for the administration and management of the MSU. Currently, there is only one grade of Clerk/Word Processing Operator on its establishment.
- 34.3 In the context of this Report, the Management of the MSU has requested for the creation of a grade to handle the documents and carry out other messengerial duties. After examining the submission, the Bureau is providing for a grade of Caretaker.

#### Caretaker (New Grade)

#### Recommendation 1

- 34.4 **We recommend the creation of a grade of Caretaker. Appointment thereto should be made by selection from among candidates possessing a Certificate of Primary Education or Primary School Achievement Certificate or an equivalent qualification.**
- 34.5 Incumbent would, *inter alia*, be required to: open and close office; clean premises and maintain the physical environment at a good standard; prepare and distribute tea to staff and visitors; run official errands, including the despatch of correspondence; check that all lights, fans, air conditioners and any other electrical appliance have been switched off; and ascertain that all doors and windows have been properly closed.

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#### SALARY SCHEDULE

**MSU 1 : Rs 13745 x 230 – 13975 x 250 – 15225 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 21850**

Caretaker (New Grade)

**MSU 2 : Rs 16785 x 260 – 17825 x 275 – 18925 x 300 – 19525 x 325 – 21475 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 – 34825**

Clerk/Word Processing Operator





