

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

Ministry: Prime Minister's Office (Forensic Science Laboratory)
Post: Senior Forensic Laboratory Attendant
Salary: Rs 16,175 x 350 – 17,225 x 450 – 19,475 x 600 – 20,675 x 750 – 28,175
(24 35 55)

Effective Date: 19 September 2014

Qualifications: By promotion, on the basis of experience and merit, of officers in the grade of Forensic Laboratory Attendant who reckon at least five years' service in a substantive capacity in the grade.

- Duties:**
1. To be responsible to the Director, Forensic Science Laboratory through the Chief Forensic Scientist for the organisation of work, supervision, control and training of Forensic Laboratory Attendants.
 2. To assist Forensic Scientist/Senior Forensic Scientists, Forensic Technologist/Senior Forensic Technologists and Forensic Technicians in their daily tasks.
 3. To ensure that all apparatus/equipment are maintained in good condition and made available, as and whenever required.
 4. To ensure good housekeeping of the laboratory.
 5. To assist in the maintenance of laboratory equipment/plant.
 6. To seal exhibits and/or ensure proper incineration of specimen after analysis whenever required.
 7. To ensure proper handling of chemicals in the laboratory and assist in the preparation of solutions/reagents.
 8. To perform the duties of Forensic Laboratory Attendant, as and when required.
 9. To assist in the implementation/maintenance of quality assurance, quality control and archiving.
 10. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Senior Forensic Laboratory Attendant in the roles ascribed to him.



CERTIFIED CORRECT

A. A. A. A. A.

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*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*

19 September 2014

Date.....