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Ministry of Finance  
Royal Government of Bhutan

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MoF-DPBP/Rules/2024-2025/864

January 6, 2025

**NOTIFICATION**

**Subject: Pay Structure Reform & Revision of Pay for Local Recruits at the Embassies/Missions/Consulates (EMC) & Liaison Offices abroad**

This is to notify that in pursuant to the approval of the Lhengye Zhungtshog, conveyed vide letter no.C-3/34(12)/2024/315 of the Cabinet Secretary, the Ministry of Finance (MoF) hereby issues the Pay Structure Reform and Pay Revision of the Local Recruits at the Embassy/Mission/Consul Office/LTO, Kolkata,/Bhutan Liaison Office Vellore as follows:

**Implementation of the Pay Structure and Pay Revision:**

- a. **Pay Structure Reform & Annual Increment shall be with effect from 1<sup>st</sup> July 2023;** and
- b. **Pay Revision shall be with effect from 1<sup>st</sup> July 2024.**

**Pay Revision:**

The pay revision for the local recruits at the Embassy, Consulate & Liaison Offices in India (New Delhi, Kolkata, Guwahati & Vellore) is approved at 50 percent of the Fixed Pay across all position levels, similar to that of the pay revision of the public servants.

The pay revision for EMCs outside India is approved at 15% of Fixed Pay across all position levels. This notification shall supersede all previous notifications, circulars, guidelines, rules and regulations on pay, allowances, benefits and other emoluments of a Local Recruit at the EMCs & Liaison Offices, to the extent they are inconsistent with the provisions of this Notification.

**Executive Summary:**

*Pay, Allowances and Benefits are as follows:*

**1. Existing Employees:**

Fixed Pay	Variable Pay
Basic Pay (Fixed Pay)	a. Utilities:telephone
	b. Medical Insurance/monthly allowance: <ul style="list-style-type: none"> <li>i. Based on Insurance policy for Local Recruit at Geneva, Brussels &amp; Kuwait;</li> <li>ii. USD 485 per month as allowance per local recruit at New York;</li> <li>iii. INR 46,000 per annum per local recruit in India &amp;</li> <li>iv. Tk 65,000 per annum in Dhaka (Reimbursement upon completion of approval process including spouse and children below 18 years); &amp;</li> <li>v. Baht 2,120 per month as an allowance in Bangkok.</li> </ul>
	c. HRA and Contract Allowance (India)
	d. Personal Pay,



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	<ul style="list-style-type: none"> <li>e. Increment (2%) on Fixed Pay,</li> <li>f. Sanctioned Soelra, Leave Encashment</li> <li>g. Pay Revision: 50% of the Fixed Pay (India)</li> <li>h. 15% of the Fixed Pay (Outside India)</li> </ul>
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**2. New Recruits:**

Fixed Pay	Variable Pay
<p>Basic Pay (Fixed Pay) for all EMCs. Canberra Embassy - hourly wage rate</p>	<ul style="list-style-type: none"> <li>a. Utilities: telephone</li> <li>b. Medical:               <ul style="list-style-type: none"> <li>i. Based on Insurance policy for Local Recruit at Geneva, Brussels &amp; Kuwait;</li> <li>ii. USD 485 per month as allowance per local recruit at New York;</li> <li>iii. INR 46,000 per annum per local recruit in India &amp; Tk 65,000 per annum in Dhaka (Reimbursement upon completion of approval process including spouse and children below 18 years); and</li> <li>iv. Baht 2,120 per month as an allowance in Bangkok.</li> </ul> </li> <li>c. Allowance: Contract (30% of Fixed Pay) &amp; HRA (India),</li> <li>d. LE, 2% salary Increment on Fixed Pay.</li> <li>e. Pay Revision: 50% of the Fixed Pay (India)</li> <li>f. Pay Revision: 15% of the Fixed Pay (Outside India)</li> </ul> <p>The above allowances and benefits are not applicable to Canberra Embassy</p>

**Allowance Retained as is and subsumed under variable pay:**

**1. House Rent Allowance (HRA) – India:**

The HRA provided to the local recruits of RBE New Delhi, Consul office Kolkata & Guwahati, LTO Kolkata & Bhutan Liaison Office Vellore has been retained and subsumed under the variable pay.

**2. Contract Allowance (India):**

The 30% contract allowance provided to the local recruits of RBE New Delhi, Consul office Kolkata & Guwahati, LTO Kolkata & Bhutan Liaison Office Vellore shall be retained.

**3. Soelra:**

Soelra provided shall be retained as is and subsumed under the variable pay.

**4. Utilities:**

The utility expenses on telephone and internet charges have been retained and subsumed under the variable pay.



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**Allowances Removed and Subsumed under variable pay:**

**1. Personal Pay:**

With the consolidated pay, the system of paying personal pay is discontinued. However, for those employees receiving personal pay as of 30<sup>th</sup> June 2023, the amount has been subsumed under monthly variable pay.

**Allowances Retained with Adjustment:**

**1. Overtime Allowance:**

The hourly overtime payment rate and number of hours for Embassies/Missions/Consulates (EMC) & Liaison Office shall be as in the table below. However, the overtime hours for EMCs / Liaison Office in India and Dhaka shall be limited to a maximum of 5 hours per day during weekdays and 8 hours per day during weekends and public holidays.

The overtime rate is as follows:

Country	Brussels	Geneva	New York	Kuwait	Canberra	Bangkok	India	Dhaka
Rate/Hour (Existing)	6.3	10.1	10	5	10	2.6 (300 hrs/month)	INR	Tk
Rate/Hour (Revised)	12 (100hrs/month)	19 (100hrs/month)	22.5 (100hrs/month)	3.5 (100hrs/month)	As per national regulations outlining overtime pay	100 (300 hrs/month)	RGoB Rules: Fixed Pay (/) 30 days (/) 8 hours (X) number of hours served during the month	

*Note: Overtime payment shall be eligible only for official engagements.*

**2. Medical Insurance:**

A local recruit shall be entitled to medical insurance/expenses subject to the following terms and conditions:

- 1) A local recruit shall be entitled to medical insurance or to claim medical expenses or medical allowances in table below:

Name of EMC/LTO	Monthly Rate	Annual Limit	Remarks
India & Dhaka	-	INR 46,000 & Tk 65,000	Reimbursement based on bills and completion of approval process including spouse and children below 18 years.
New York	USD 485	-	



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Geneva, Brussels & Kuwait			Based on Medical Insurance Policy of the respective Countries.
Bangkok	THB 2,120		
Canberra	NA	NA	Recruitment on hourly wage based

- 2) Reimbursement of medical expenses shall be made in places where there are no medical insurance policies upon approval by the Head of Mission or Ambassador;
- 3) Local recruits receiving medical insurance shall not be eligible for monetary payments including copay;
- 4) The medical insurance/expenses shall not include coverage for cosmetics, dental implants (temporary and permanent), optical, any medical equipment, infertility and fertility treatments and drug rehabilitation treatments; and
- 5) The reimbursement of medical expenses for the local recruits, where there are no medical insurance policies (India includes LTO/Bhutan Liaison Office Vellore & Dhaka) in the EMC shall be up-to a ceiling of maximum of INR 46,000 in India and Tk 65,000 in Bangladesh per annum/local recruit including family members (spouse and children below 18 years old).

**3. Retirement benefits:**

A local recruit shall be eligible for gratuity at the time of separation as retirement benefit with the following conditions:

- 1) Gratuity for Local Recruits at Embassy, Consulates & Liaison Office in India (New Delhi, Kolkata, Guwahati, Vellore) shall be paid at the rate of one month's fixed pay (X) number of years active served;
- 2) Gratuity for Local Recruits other than India shall be paid at the rate of one month's fixed pay for completion of 2 years of active service; and
- 3) The payment of gratuity shall be subject to a maximum ceiling of equivalent USD 20,000 per local recruit.

**4. Annual Increment/Indexation:**

A 2 percent of the Fixed Pay shall be provided as an annual increment/indexation to new recruits upon completing one year of active service, to address the rising cost of living in their host countries. This adjustment ensures that salaries remain aligned with inflation and other economic factors. For existing employees, an annual increment of 2 percent of the Fixed Pay shall be implemented effective from 1<sup>st</sup> July 2023. The annual increment/indexation to the existing employees and new recruits shall be provided as detailed in the Annexure 2.

**5. Leave Encashment (LE):**



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LE of one-month's Fixed Pay has been prorated (**Annexure 3**) and subsumed under variable pay. The employees shall be entitled for annual leave of 21 days in one financial year and any unused annual leave can be carried forward into the following year, maximum up to 30 days as leave reserve only and shall not be compensated.


**Allowances Removed:**

**1. Leave Travel Concession (LTC):**

LTC equivalent to Nu.15,000 is discontinued.

**Currency of Payment:**

The Pay, Allowances and Benefits for the local recruits at the EMCs & liaison offices has been converted into local currency



**Leki Wangmo**

**Copy to:**

1. The Auditor General, Royal Audit Authority, Thimphu
2. The Cabinet Secretary, Gyalyong Tshogkhang, Thimphu
3. Secretary, Ministry of Foreign Affairs and External Trade, Thimphu
4. Heads of Embassies, Missions, Consulates General and Liaison Office abroad.



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**Annexure 1.: Pay Consolidation**

**1. Geneva**

**New Consolidated Pay for existing Local Recruits (CHF)**

Sl. No.	Name of Employee	Position Title	Fixed Pay	Variable Pay	Gross Pay
1	MA Victoria Buraga	PS to Kutshab	4,245	3,524	7,769
2	Tshering Yangdon	Adm. Assistant	3,380	1,265	4,645
3	Demuni De Silva Priyankara	Chauffeur	2,975	2,303	5,278
4	Demuni Ruwan Chinthana	Chauffeur	2,975	1,675	4,650

*Note: Variable pay includes: Personal Pay, LE, Utilities (Communication) & 15% Revision*

**Consolidated Pay for New Local Recruits (CHF)**

Sl. No	Position	Fixed Pay	Variable Pay	Gross Pay
1	Personal Secretary	4,245	1,070	5,315
2	Adm. Assistant/ Office Assistant	3,380	865	4,245
3	Driver/ Messenger/Guard	2,975	775	3,750

*Note: Variable pay includes: LE, Utilities (Communication) & 15% Pay Revision*

**2. Brussels**

**New Consolidated Pay for existing Local Recruits (Euro)**

Sl. No.	Name of Employee	Position Title	Fixed Pay	Variable Pay	Gross Pay
1	Mrs. Gerlie Aguac	Personal Secretary	2,800	1,935	4,735
2	Mr. Dorji Tashi	Driver	1,960	730	2,690

*Note: Variable pay includes: Personal Pay, LE, Utilities (Communication) & 15% Pay Revision*

**Consolidated Pay for New Recruits (Euro)**

Sl. No.	Position	Fixed Pay	Variable Pay	Gross Pay
1	Personal Secretary	2,800	745	3,545
2	Adm. Assistant/ Office Assistant	2,230	610	2,840
3	Driver/ Messenger/Guard	1,960	550	2,510

*Note: Variable pay includes: LE, Utilities (Communication) & 15% Pay Revision*

**3. New York**

**New Consolidated Pay for Existing Local Recruits (USD)**

Sl. No.	Name of Employee	Position Title	Fixed Pay	Variable Pay	Gross Pay
1	Mr. Aniceto Almazan	Building Superintendent	2,155	3,197	5,352
2	Namgay Pem	Personal Assistant	2,155	1,575	3,730
3	Lunaver Estrella	Chauffeur	1,540	2,932	4,472
4	Kinley Dorji	Chauffeur	1,540	1,965	3,505
5	Senarath Jayatunga	Chauffeur	1,540	1,515	3,055

*Note: Variable pay includes: Medical insurance, Soelra, LE, utilities (Communication), 15% Pay Revision*



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**Consolidated Pay for New Recruits (USD)**

Sl. No	Position	Fixed Pay	Variable Pay	Gross Pay
1	Personal Secretary	2,155	1,120	3,275
2	Adm. Assistant/ Office Assistant	1,850	1050	2,900
3	Driver/ Messenger/Guard	1,540	975	2,515

Note: Variable pay includes: Medical insurance, LE, utilities (Communication), 15% Pay Revision

**4. Canberra****Pay in AUD**

Position	Rate Per Hour
Personal Secretary/Driver	AUD 25-30

**5. Bangkok****New Consolidated Pay for Existing Local Recruits (THB)**

Sl. No	Name of Employee	Position Title	Fixed Pay	Variable Pay	Gross Pay
1	Paroonrit Thong On	PA to Kutshab	27,565	18,002	45,567
2	Wichai Sakkrienkrai	Office Assistant	19,437	19,817	39,254
3	Woraya Chinachotekul	Receptionist	19,437	10,806	30,243
3	Somchai Khamhotsun	Driver	12,722	9,417	22,140
5	Pornsawat Puttaree	Driver	12,722	7,297	20,019
6	Siriwut Thawon	Driver	12,722	6,590	19,312
7	Worajak Kanokhong	Driver	12,722	6,590	19,312
8	Tanakorn Tungtanangul	Driver	12,722	6,590	19,312

Note: Variable pay includes: Personal pay, medical insurance, LE, utilities (Communication) & 15% Pay Revision

**Consolidated Pay for New Recruits (THB)**

Sl. No	Position	Fixed Pay	Variable Pay	Gross Pay
1	Personal Secretary	27,565	10,050	37,615
2	Adm. Assistant/ Office Assistant	19,437	8,155	27,592
3	Driver/ Messenger/Guard	12,722	6,590	19,312

Note: Variable pay includes: medical insurance, LE, utilities (Communication) & 15% Pay Revision

**6. Kuwait****New Consolidated Pay for Existing Local Recruits (KWD)**

Sl. No	Name of Employee	Position Title	Fixed Pay	Variable Pay	Gross Pay
1	Kamilia Ousama	PS	574	182	755
2	John Ivan	Driver	477	192	670
3	Venkat Raman's	Driver	477	178	656

Note: Variable pay includes: Personal pay, LE, utilities (Communication) & 15% Pay Revision



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**Consolidated Pay for New Recruits (KWD)**

Sl. No	Position	Fixed Pay	Variable Pay	Gross Pay
1	Personal Secretary/Admin./Office Assistant	574	147	721
2	Driver/ Messenger/Guard	477	122	600

*Variable pay includes: Personal pay, LE, utilities (Communication) & 15% Pay Revision*

**7. Dhaka****New Consolidated Pay for Existing Local Recruits (Tk)**

Sl. No.	Name of Employee	Position Title	Position Level	Fixed Pay	Variable Pay	Gross Pay
1	Sonam Dorji	Driver	S3	45,630	30,423	76,053
2	Sukesh Chakma	Office Assistant	O1	31,590	30,190	61,780
3	Akiu Marma	Receptionist	O2	28,665	12,540	41,205
4	Tapan Sarkar	Peon	O3	25,155	20,027	45,182
5	Md. Abbas Ali Matubbor	Driver	GSP I	21,645	17,101	38,746
6	Md. Mizanur Islam Rifat	Driver	GSP I	21,645	14,527	36,172
7	Md. Ismail	Security Guard	GSP II	19,890	16,696	36,586
8	Md. Aminul Islam Bahar	Security Guard	GSP II	19,890	16,696	36,586
9	Bikash Sarkar	Gardener	GSP II	19,890	15,409	35,299
10	Md. Rasel Hossain	Security Guard	ESP	19,890	10,495	30,385

*Note: Variable pay includes: Personal pay, LE, utilities (Communication) and 15% Pay Revision*

**Consolidated Pay for New Recruits (Tk)**

Sl. No	Position Level	Fixed Pay	Variable Pay	Gross Pay
1	S1	53,820	17,825	71,645
2	S2	49,140	16,730	65,870
3	S3	45,630	15,915	61,545
4	S4	37,440	14,000	51,440
5	S5	33,930	13,185	47,115
6	O1	31,590	12,640	44,230
7	O2	28,665	11,955	40,620
8	O3	25,155	11,135	36,290
9	O4	23,400	10,725	34,125
10	GSP I/II	21,645	10,315	31,960
11	ESP	19,890	9,910	29,800

*Note: Variable pay includes: Personal pay, LE, utilities (Communication) & 15% Pay Revision*





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## 8. Delhi

## New Consolidated Pay for Existing Employees (INR)

Sl. No	Name	Position	Position Level	Fixed Pay	Variable Pay	Gross Pay
1	Mayil Vahanan Kanakaraj	Adm. Asst	S1	19,315	27,819	47,134
2	Matwar Singh Rawat	Adm. Asst	S1	19,315	26,649	45,964
3	Jitander Singh Rawat	Driver	O3	11,080	18,477	29,557
4	Ranjeet Singh	Driver	O3	11,080	14,977	26,057
5	Ravi Kumar	Driver	O3	11,080	18,477	29,557
6	Mehar Ban Singh	Driver	O3	11,080	16,345	27,425
7	Ravinder Singh	Driver	O3	11,080	17,164	28,244
8	Shubham Yadav	Dispatcher	O3	11,080	14,089	25,169
9	Manoj	Driver	O3	10,295	13,399	23,694
10	Pramod Kumar	Driver	O4	10,295	13,399	23,694
11	Mathew Joseph	Driver	O4	10,295	13,399	23,694
12	Neeraj Negi	Dispatcher	O4	10,295	11,504	21,799
13	Manoj Singh	Plumber	O4	10,295	13,399	23,694
14	Vikram Singh	Electrician	O4	10,295	15,037	25,332
15	Sunil Kumar	Gardener	GSP	9,465	12,675	22,140
16	Santosh Kumar Laharson	Gardener	GSP	9,465	14,554	24,019
17	Suresh Kumar	Sweeper	GSP	9,465	14,554	24,019
18	Vipender Pal	Sweeper	GSP	9,465	14,744	24,209
19	Rohit Kumar	Messenger	GSP	9,465	9,825	19,290
20	Rajesh Kumar	Gardener	GSP	9,465	9,825	19,290
21	Vivek pal	Cook	O4	10,295	13,399	23,694

Note: Variable Pay includes: HRA, CA, Utilities (Communication), LE, Personal pay and 50% Pay Revision

## Consolidated Pay for New Recruits (INR)

Sl. No	Position Level	Fixed Pay	Variable Pay	Gross Pay
1	S1	19,315	16,065	35,380
2	S2	17,500	14,630	32,130
3	S3	15,990	13,630	29,620
4	S4	14,190	12,580	26,770
5	S5	13,130	11,960	25,090
6	O1	12,980	11,870	24,850
7	O2	12,195	11,415	23,610
8	O3	11,080	10,765	21,845
9	O4	10,295	10,310	20,605
10	GSP I/II	9,465	9,825	19,290
11	ESP	9,000	9,550	18,550

Note: 1. The contract employees shall be eligible for 30% of fixed pay as contract allowance  
2. Variable pay includes: HRA, Utilities (Communication), LE & 50% Pay Revision



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9. Kolkata

New Consolidated Pay for Existing Local Recruits (INR)

Sl. No.	Name of Employee	Position Title	Position Level	Fixed Pay	Variable Pay	Gross Pay
1	Minto Mondal	Health Assistant	S2	17,500	27,970	45,470
2	Surupa Bhowmick	Account Assistant	S4	14,190	21,686	35,876
3	Swarup Kumar Dey	Account Assistant	S5	13,130	20,768	33,898
4	Nilanjana Taron	Receptionist	O1	12,980	20,041	33,021
5	Md Shamim	Driver	O4	10,295	19,041	29,336
6	Md Yakub	Driver	O4	10,295	17,357	27,652
7	Md Zahor Islam	Driver	O4	10,295	17,084	27,379
8	Om Prakash Thakur	Driver	O4	10,295	16,805	27,100
9	Damodar Das	Caretaker	O4	10,295	14,848	25,143
10	Md Shamshad	Messenger	GSP I	9,465	13,175	22,640
11	Rakesh Routh	Sweeper	ESP	9,000	10,570	19,570
12	Ramesh Kumar Raut	Sweeper	ESP	9,000	10,570	19,570
13	SK Baktiar	Security Guard	ESP	9,000	10,570	19,570
14	Akir Hossain	Gardener	ESP	9,000	10,570	19,570
<b>Liaison and Transit Office</b>						
1	Lilyn Poddar	Adm. Assistant	O1	12,980	19,664	32,644
2	Rakesh Jaiswal	Driver	O4	10,295	16,549	26,844
3	Hari Om Kumar Mahato	Driver	O4	10,295	13,819	24,114
4	Abdul Rauf Ansari	Messenger	GSPI	9,465	15,515	24,980

Note: Variable Pay includes: HRA, CA, Utilities (Communication), LE, Personal Pay & 50% Pay Revision

Consolidated Pay for New Recruits (INR)

Sl. No	Position Level	Fixed Pay	Variable Pay	Gross Pay
1	S1	19,315	16,065	35,380
2	S2	17,500	14,630	32,130
3	S3	15,990	13,630	29,620
4	S4	14,190	12,580	26,770
5	S5	13,130	11,960	25,090
6	O1	12,980	11,870	24,850
7	O2	12,195	11,415	23,610
8	O3	11,080	10,765	21,845
9	O4	10,295	10,310	20,605
10	GSP I/II	9,465	9,825	19,290
11	ESP	9,000	9,550	18,550

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*Note: 1. The contract employees shall be eligible for 30% of fixed pay as contract allowance under the variable pay.*

*2. Variable pay includes: HRA, Utilities (Communication), LE & 50% Pay Revision*

## 10. Guwahati

## New Consolidated Pay for Existing Local Recruits (INR)

Sl. No.	Name of Employee	Position Title	Position Level	Fixed Pay	Variable Pay	Gross Pay
1	Ms. Rasnamoyee Kumbang	Receptionist	O4	10,295	15,037	25,332
2	Mr. Kinley Namgyel	Driver	O4	10,295	13,399	23,694
3	Mr. Sunanta Rabha	Driver	O4	10,295	13,399	23,694
4	Mr. Biswajit Das Gupta	Messenger	GSP	9,450	11,160	20,610
5	Mr. Mukut Ali	Sweeper	ESP	9,000	10,630	19,630

*Note: Variable Pay includes: HRA, CA, Utilities (Communication), LE, Personal Pay & 50% Pay Revision*

## Consolidated Pay for New Recruits (INR)

Sl. No	Position Level	Fixed Pay	Variable Pay	Gross Pay
1	S1	19,315	16,065	35,380
2	S2	17,500	14,630	32,130
3	S3	15,990	13,630	29,620
4	S4	14,190	12,580	26,770
5	S5	13,130	11,960	25,090
6	O1	12,980	11,870	24,850
7	O2	12,195	11,415	23,610
8	O3	11,080	10,765	21,845
9	O4	10,295	10,310	20,605
10	GSP I/II	9,465	9,825	19,290
11	ESP	9,000	9,550	18,550

*Note: 1. The contract employees shall be eligible for 30% of fixed pay as contract allowance under the variable pay.*

*2. Variable pay includes: HRA, Utilities (Communication) & 50% Pay Revision*

## 11. Bhutan Liaison Office, Vellore

## New Consolidated Pay for Existing Local Recruits (INR)

Sl. No.	Name of Employee	Position Title	Position Level	Fixed Pay	Variable Pay	Gross Pay
1	P Raja	Driver	O4	10,295	17,942.5	28,237.5

*Note: Variable Pay includes: HRA, CA, Utilities (Communication), LE, Personal Pay & 50% Pay Revision*

## Consolidated Pay for New Recruits (INR)

Sl. No	Position Level	Fixed Pay	Variable Pay	Gross Pay
1	O4	10,295	10,310	20,605

*Note: 1. The contract employees shall be eligible for 30% of fixed pay as contract allowance under the*



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*variable pay.*

**2. Variable pay includes: HRA, Utilities (Communication) & 50% Pay Revision**

**Annexure 2: Annual Indexation/Annual Increment**

**1. Geneva, Brussels, New York and Bangkok**

Position	Geneva (CHF)	Brussels (EURO)	New York (USD)	Bangkok (Baht)
Personal Secretary	85	56	43	551
Adm. Assistant/ Office Assistant	68	45	37	389
Driver/ Messenger/Guard	60	39	31	254

**2. Kuwait**

Position	Kuwait (KWD)
Personal Secretary/Adm. Assistant/ Office Assistant	11
Driver/ Messenger/Guard	10

**3. Dhaka and India**

Position Level	Dhaka (Tk)	Delhi/Kolkata/Guwahati (INR)
S1	1076	386
S2	983	350
S3	913	320
S4	749	284
S5	679	263
O1	632	260
O2	573	244
O3	503	222
O4	468	206
GSP I	433	189
GSP II/ESP	398	180



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**Annexure 3: Prorated Leave Encashment**

**1. Geneva, Brussels, New York and Bangkok**

<u>Position</u>	<u>Geneva (CHF)</u>	<u>Brussels (EURO)</u>	<u>New York (USD)</u>	<u>Bangkok (Baht)</u>
<u>Personal Secretary</u>	<u>355</u>	<u>235</u>	<u>180</u>	<u>2,295</u>
<u>Adm. Assistant/ Office Assistant</u>	<u>280</u>	<u>185</u>	<u>155</u>	<u>1,620</u>
<u>Driver/ Messenger/Guard</u>	<u>250</u>	<u>165</u>	<u>130</u>	<u>1,060</u>

**2. Kuwait**

<u>Position</u>	<u>Kuwait (KWD)</u>
<u>Personal Secretary/Adm. Assistant/ Office Assistant</u>	<u>50</u>
<u>Driver/ Messenger/Guard</u>	<u>40</u>

**3. Dhaka and India**

<u>Position Level</u>	<u>Dhaka (Tk)</u>	<u>Delhi/Kolkata/Guwahati (INR)</u>
<u>S1</u>	<u>4,485</u>	<u>1,610</u>
<u>S2</u>	<u>4,095</u>	<u>1,460</u>
<u>S3</u>	<u>3,805</u>	<u>1,335</u>
<u>S4</u>	<u>3,120</u>	<u>1,185</u>
<u>S5</u>	<u>2,830</u>	<u>1,095</u>
<u>O1</u>	<u>2,635</u>	<u>1,080</u>
<u>O2</u>	<u>2,390</u>	<u>1,015</u>
<u>O3</u>	<u>2,095</u>	<u>925</u>
<u>O4</u>	<u>1,950</u>	<u>860</u>
<u>GSP I</u>	<u>1,805</u>	<u>790</u>
<u>GSP II/ESP</u>	<u>1,660</u>	<u>750</u>

