

Guidelines/Conditions/Instructions:

For the casual assignees who are selected as senior translators:

1) There will be 3 Shifts

- | | | |
|-------------|---------------------|-------------------|
| I. | 6 AM - 2 PM | Hybrid |
| II. | 10 AM – 6 PM | PIB Office |
| III. | 2 PM - 10 PM | Hybrid |

For 1 & 3 shifts the casual employee should be available at the office during office hours. i.e (1) 10 AM – 2 PM and (3) 2 PM – 6 PM.

After the office hours he/she may have to work from home i.e. he/she should be available to do the translations from work from home.

- 2) The shifts are allotted by the competent authority.
- 3) The shift roster finalized by the competent authority is non-negotiable.
- 4) However, in cases of medical/other exigency, if change required, the casual assignees may inter-change among themselves and intimate well in time to competent authority.
- 5) The maximum shifts are capped at 15 per person per month.
- 6) The number of days allocated for each empaneled translator is within the discretion of competent authority.
- 7) The empaneled translator should provide the details of Bank account number, PAN number, Aadhar number, and cancelled cheque to the administration department for the purpose of payments.
- 8) The de-empanelment of any of the empaneled translator is with in the discretionary power of competent authority. They can be

removed on the ground of inefficiency/lack of integrity any issue which is detrimental to the working of organization.

Instructions for online translators:

- 1) When the volume of work is beyond the capacity which can be handled by the shift translators it may be given to the empaneled online translators.
(The approximate volume that can be done per shift is 5000 words)
- 2) The online translators who are not empaneled as senior translators are given priority while giving the translations outside.
- 3) The turnaround time expected from the online translators is around one hour for 500 words.
- 4) The work distribution/continuation depends upon the quality and promptness of the online translator.
- 5) The online translators who follow strict timelines are given priority in work allocation.
- 6) Accuracy and minimal need for vetting would be a parameter for considering for future work allocation.

PRESS INFORMATION BUREAU
GOVERNMENT OF INDIA

**The following candidates have been selected for empanelment as
Senior Translators**

Sl. No.	Roll No.	Name	Marks
1	PIBHYD006	B. Sarat Jyotsna	180
2	PIBHYD011	Byrisetti Sunil Chandra	175
3	PIBHYD013	Chintalapuri Sandeep Reddy	167
4	PIBHYD014	Dilip Kethavarapu	180
5	PIBHYD033	P. Bhanuchander Reddy	148
6	PIBHYD041	Rathnagari Krishna	168
7	PIBHYD046	Veenavanka Prabhakar	163
8	PIBHYD073	Bellamkonda Lakshmi Sudha	171
9	PIBHYD066	Adepu Shirish	178



वी. बालकृष्णा, भा.सू.से./V. BALAKRISHNA, IIS
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**PRESS INFORMATION BUREAU
GOVERNMENT OF INDIA**

**The following candidates have been selected for empanelment as
Online Translators**

Sl. No.	Roll No.	Name	Marks
1	PIBHYD109	Myakala Rajkumar	95
2	PIBHYD106	Neethika	100
3	PIBHYD082	Erukala Naren Kumar	98
4	PIBHYD073	Bellamkonda Lakshmi Sudha	98
5	PIBHYD072	Penugonda Basaveshwar	95
6	PIBHYD066	Adepu Shirish	100
7	PIBHYD057	Kavita Gogumalla	90
8	PIBHYD094	Kanagandla Mahesh	95
9	PIBHYD014	Dilip Kethavarapu	100
10	PIBHYD046	Veenavanka Prabhakar	95

Note:

- The above marks have been awarded by a panel of evaluators.
- The marks for Senior translators are evaluated for a total of 275 marks.
- The marks for Online translators are evaluated for a total of 150 marks.


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