PAY FIXATIONS

PAY

The basic Pay drawn by a Government servant every Month. F.R 9 (21) (i).

TIME SCALE OF PAY

Pay which raises by periodical increment from a Minimum to a Maximum. F.R 9 (31)(a) (a).

Time scales are said to be identical if the minimum, the maximum, the period of increment and the rate of increment of the time scales are identical (FR 9 31(b)

A post is said to be in the same time scale as another post on a time scale if the two times scales are identical and the posts falls within a cadre, or a class in a cadre, involving duties of the same character or degree of responsibilities (FR 9 31(b))

CIRCUMSTANCES

- First Appointment to a post.
- Promotion to a higher post.
- Conversion.
- Reversion to a lower post.
- Appointed directly to another post by TSPSC
- Appointment outside the regular line.
- Repatriation.
- Automatic Advancement Scheme.
- Retrenchment and Re-employment.
- Re-employment.
- Revised pay scales.

FIRST APPOINTMENT

 The Basic Pay of the employee is fixed at the minimum of the time scale of pay attached to the post to which he is appointed.

(RULE - 22 (b)).

- The pay of a regular Govt. Servant (not appointed under emergency provisions) when appointed directly to another post under the Govt. on selection by the TSPSC shall be fixed in the new post at a stage which is not lower than the pay drawn by him in the earlier post
- (FR 22 a (iv) Pay Protection).
- This benefit is admissible only when appointed to similar/identical/higher scale but not to a lower time scale

 Next increment will be sanctioned after completion of one year in the new post i.e. no protection of increment. (Memo. No.14497/ 188/ A1 /F.R.II /2000, Dt.15-10-2004).

Ex.: If a Govt. servant drawing a pay of 17050 in time scale 14860-39540 is appointed directly to a post having scale 16150-42590, his pay in the old post is protected and fixed at Rs. 17050/- . His next increment shall be only on completion of one year

- The employee working in the Grant-inaid posts do not come under Government servants, the protection of the Last Pay Drawn earlier post is not permissible as per the above rule.
- GM No.32087/353/FRII/2005,dt.26.05.05.

Pay should be fixed at the same stage. No PP should be allowed (GOMs. No. 297 F&P (FWFR.I) Dept dt 14-10-1996

This benefit is not allowed to the employees of Central Government, Universities, Local Bodies etc.. (Cir. Memo. No. 32087/353/F.R-II/2005,dt.26-05-2005)

The employee working in the Local Bodies/ Institutions who are directly selected through TSPSC / DSC to a another post on or after 10.12.2004, the pay in the old post shall be protected.

GO.Ms.No.105 F&P FW(FR.II) Dept, dt.2-6-2011

PROMOTION

- When a Government Servant promoted / appointed to a higher post involving assumption of duties and responsibilities of greater importance, he will draw as initial pay the stage of the time scale next above his substantive pay in respect of the old post.
- \cdot (F.R 22 (a) (i))

On an enhancement in the substantive pay as a result of increment, the pay of such Government servant shall be refixed from the date of such enhancement, as if he was appointed to officiate in that post on that date where such refixation is to his advantage.

$$F.R - 31(2)$$

APPOINTMENT TO A POST NOT CARRYING HIGHER RESPONSIBILITIES

- Conversions
- Typists to Junior Assistants

$$(FR - 22(a)(ii))$$

REVERSION

- Causes for reversion
- a) At request.
- b) On Administrative grounds –
- c) As Penalty Lower post.

AT REQUEST

 The employee can be allowed to draw the pay of the old post or the maximum of the scale of new post whichever is less. F.R – 22(a)(iii)

REVERSION ON ADMINISTRATIVE GROUNDS

 Pay he would have drawn had he not been promoted to higher post.

(FR 22 (a) (iii))

REVERSION AS A PENALTY

Allow him to draw any pay not exceeding the pay which he would have drawn in the lower post under FR 22 read with FR 26(b) and © or maximum of the lower post (FR 28)

ON PROMOTION / APPOINTMENT BY TRANSFER (F.R – 22 B)

Came into force from 25th December,
 1982 vide G.O.Ms. No. 239 Fin & Plg
 (FW.FR.II) Department, Dt.23-8-1983,
 read with G.O. Ms. No. 332 Fin & Plg.
 Department. Dated 13-12-1983.

Option to be exercised -

1.Promotion date

2.Increment date

- Option to be exercised with in one month from the date of assuming charge.
- However, one can change his option once in the entire service within one year from the date of promotion (G.O.Ms.No. 102, Finance & Planning (FW.FR.II) Dept., dated 19-3-1991).

- If no option is exercise within one month, pay shall be fixed under FR 22-B taking date of promotion as deemed option upto 18-5-2009.
- if the employee does not exercise option, within one month from the date of promotion, his pay shall be fixed adopting the method most beneficial under FR 22-B.
- G.O.Ms.No. 145, Finance (FR.II) Dept., dated 19-05-2009 amended FR 22 B

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- If the date of increment is changed retrospectively, he may exercise revised option within 30 days from the date of such revision (G.O.Ms.No. 145, Finance & Planning (FW.FR.II) Dept., dated 2-4-1985)
- Govt. have clarified in Cir. Memo No. 2620-A/65/FR II/07, dated 20-02-2007 that stepping up of pay of Senior to that of Junior consequent on latter's promotion after 1-7-2003 and fixed pay under FR 22-B cannot be rectified.

- Clarified that the date of increment in the lower post on which date the re-fixation of pay under FR 31 (2) is allowed cannot be treated at date of increment in the lower post and hence option under FR 22-B from such date is not permissible
- GM No. 39537/155/A1/Admn.II/96 dt. 3-12-1996

 Further, in Cir. Memo No. 5476-A/137/FR II/07, dated 12-03-2007, it was clarified that stepping up cases cannot be allowed if representations received from seniors after 5 years of promotion of junior.

 In G.O.Ms. No. 52, Finance (PC I) Dept., dated 25.02.2010 has ordered to rectify the anomaly of junior drawing more pay than senior before fixing his pay in the revised pay scales.

- If any employee reaches maximum of time scale and exhausts all stagnation increments, he is not eligible for pay fixation under FR 22-B. Pay should be fixed under FR 22 (a)(i) read with FR 31 (2). (Circular Memo No. 40304/692/A1/FRII/2001, dated 16-1-2002)
- If he reaches maximum of time scale and not exhausted all stagnation increments, he is eligible for fixation under FR 22-B.
- If his pay is fixed under FR 22-B from the date of promotion, the next increment will be admissible after one year only.

If the service in the lower post is less than 8/6 years, the employee is eligible for fixation of pay under - FR 22 B.

■In case of promotion between 1-8-1993 and 30-6-2003 from Automatic Advancement Scheme fixation under FR 22 B not permissible. Pay shall be fixed under FR 22(a) (i) read with FR 31(2)

- Special pay drawn by a Typist/Senior Stenographer on promotion as Senior Assistant/ Superintendent, counts as pay for fixation under FR 22-B upto 23-8-1998.
- The above benefit shall not apply to the new recruits who are appointed on or after 24-8-1998 (G.O.Ms.No. 190, Finance & Planning (FW. FR II) Dept., dated 24-8-1998).

 A Government servant availed benefit of SPP II/ 24 Years scale in the same post (SPP II scale is nothing but 2nd level promotion of that particular post) and promoted to 1st level post (it is less pay scale than 24 years scale. In this connection the pay of the employee shall be fixed under FR 22 (a)(i) read with FR 31 (2) in the SPP II Scale only. G.O.Ms.No. 362 F&P (FW PCII) Dept dated: 28-10-94.

 If an employee drawing pay in SG/SPPI scales is promoted before 31-7-93 and exercises option for fixation from the date of earning increment in lower post which falls after 1-8-93, he is eligible for fixation under FR 22-B (Govt. Memo No. 00769/76/PC.II/94, dated 7-2-1994 and G.O. (P). No. 362, Finance & Planning (FW.PC.II) Dept., dated 28-10-1994).

- If any employee reaches maximum of time scale and exhausts all stagnation increments, he is not eligible for pay fixation under FR 22-B, however pay should be fixed under FR 22 (a)(i) read with FR 31 (2). (Circular Memo No. 40304/692/A1/FRII/2001, dated 16-1-2002)
- If he reaches maximum of time scale and not exhausted all stagnation increments, he is eligible for fixation under FR 22-B.

APPOINTMENT OUTSIDE THE REGULAR LINE

■ If Promoted to a higher post outside the regular line Pay to be fixed under F.R-22 (a) (i) read with F.R-31(2) or under F.R-22-B as per eligibility.

RETRENCHMENT AND RE-EMPLOYMENT

 Fix at minimum of the time scale plus grade increments counting their completed year of continuous service in the previous post.

 Ruling (9) under FR 22 Read with GO Ms.No.1002,GAD dt 29.11.1067; GO 219 Fin. dt 14.04.72

REPATRIATION

- When deputation period is completed OR When promoted in regular line, the benefit accrued outside regular line shall end with the temporary tenure.
- To avoid sudden drop, the pay drawn outside the regular line shall be protected treating the excess as personal pay to be absorbed in future rise in pay due to grant of increments.
 - Exception under Ruling 9 of FR 22 (b)

RE EMPLOYMENT AFTER RETIREMENT

- Pay shall be allowed in appointed scale only.
- If Pension is ignored, pay to be fixed at the minimum of the scale.
- If pension is not ignored, last drawn pay (-) pension.
- **Eligible for normal increments.**
- DA,HRA,CCA to be drawn on aggregated pay.
- No DR on pension.
- GO Ms No. 145 F&P (FW-PSC) Dept dt. 16.10.2000

Erroneous promotions

Should be cancelled and pay regulated as per FR 31-B

 Fixation of pay of probationers whose period of probation is two years on duty within a continuous period of three years and when the increments are annual, the first increment should be drawn according to normal rules but the second increment has to be drawn only with effect from the day following the date of declaration of probation, but the period of service from the date of the first increment shall count for subsequent increments [FR 31(A)(2)(i)(a)].

INCREMENT

As the experience and efficiency of an employee grows with service, he turns out better and more work. Increments are granted every year to employees to compensate the increased volume of work. He earns increment as a right with the increase in their efficiency and capacity to put up more volume of work.

Increment can be withheld if the conduct of the employee is not good or his work is not satisfactory. F.R-24.

- Withholding of increment for a specified period without cumulative effect results in a monetary loss for that specified period only. The Govt. servant remains on the same pay without any increment for the period of withholding increment. After completion of that period, the pay that would have been drawn, had the order of withholding of increment not been passed, should be restored.
- Withholding of increment for a specified period with cumulative effect will have the effect of postponing all future increments in the service.

SERVICE THAT COUNTS FOR INCREMENT

- All periods of duty in a post on a time-scale count for increment in that time-scale.FR-26.
- Service in substantive post. FR-26(b)(i).
- Service in officiating post. FR-26 (c).
- All kinds of leave other than E.O.L. FR-26(b)(ii).
- EOL on MC or for prosecuting higher studies and technical studies with an undertaking to serve the Govt., for 5 years- HOD can count (6) months period for grant of increment. FR-26(b)(ii), Delegation under FR-26.
- Period of Deputation. FR-26(b)(ii).
- Service in higher post counts for increment in the lower post (FR 26(c))
- Foreign Service. FR-26 (e).
- Joining time. FR-105(a) & (d) & FR 26 (f)].

- If any increment falls due in middle of the month, the monetary benefit should be given from the 1st of that month provided he is on duty on that day. (excluding CL/OH) - G.O.Ms.No.133, Finance & Planning (FW. FR II) Department, dt. 13.5.1974.
- If anybody avails EOL on private affairs, that period has to be included to due date of increment i.e., 1st of the month.

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• EOL on M.C. count for increment [Proviso below FR 26 (b) (ii) read with Govt. Memo No. 4392-B/124/A1/Admn.II/2002, dt. 4.2.2002]

 To ensure prompt drawl of increment, a register has to be maintained as per note (3) appended to SR 3 of TR 16

Periods that count for increment:

- All duty in a post on a TSP counts for increment in that scale [FR 26 (a)].
- If seniority/promotion has been revised and fixed from an earlier date, pay may be refixed on the basis of notional duty in the post from time to time [FR 26 (aa)].
- Service in another post carrying same scale and all periods of leave with pay and allowances other than EOL on private affairs count for increment [FR 26 (b) (i)].

- All leave other than EOL and the period of deputation out of India shall count for increment [FR 26 (b) (ii)].
- EOL on illness or for prosecuting higher scientific or technical studies with an undertaking to serve the Govt. on return from leave for a period of at least 5 years count for increment [Proviso below FR 26 (b) (ii)].

- The service in higher post counts for increment in the lower post [FR 26 (C)].
- Foreign Service counts for increment [FR 26 (e)].
- Joining time counts for increment [FR 26 (f)].

- Reasons for postponing increment:
- (1) EOL on Private affairs [FR 26 (b) (ii)]
- (2) Dies non [FR 18].
- (3) Suspension treated as not on duty [Ruling 3 under FR 54].

- If an employee suspended for misconduct, neither period of suspension nor the period spent prior to suspension does not count towards the period necessary to earn an increment (Ruling 5(a) under FR 24).
- No persons appointed under sub rule (a) shall be eligible to an increment in the time scale of pay applicable to him unless he passes the tests, complete the training of acquires the qualifications prescribed in special rules, as condition for the grant of increment to a member of the service. (10(g))General rules.

AUTOMATIC ADVANCEMENT SCHEME

- In order to relieve stagnation in service, Government have introduced a scheme of advancement in service vide G.O. Ms. No. 117 Fin & Plg (F.W.P.R.C-I) Dept., Dt. 25-05-1982
- These orders came into force from 01-04-81.

- Employee will be appointed to SPECIAL GRADE POST on completion of (10) years of service.
- On completion of (15) years of service, employee will be appointed to SPECIAL PROMOTION POST.
- Employees not having promotion channel will be appointed to Special Adhoc Promotion Post.
- Pay shall be fixed under F.R-22(a)(i) read with F.R-31(2).

A.A.S IN R.P.S – 1986

(G.O(P)No.2 Fin & Plg. Dt.4-1-88)

- Introduced SPP Scale II / SAPP Scale II w.e.f. 01-07-1986.
- On completion of (22) years of service, an employee shall be appointed to SPP-II / SAPP-II.
- Employee in SGP / SPP-I Post, when promoted on regular line is eligible for fixation of pay under F.R-22-B.
- Employee in SPP-II post when promoted, his pay shall be fixed under F.R-22(a)(i).

A.A.S IN R.P.S – 1993

(G.O(P)No.290 Fin & Plg. Dt.22-07-93)

- Modified scheme came into force from 01-7-1992.
- Appointment to SGP on completion of (8) years of service.
- Appointment to SPP-I on completion of (16) years.
- On completion of (24) years one additional increment.
- Employee in AAS on regular promotion is not eligible for fixation of pay under FR-22 B.
- Service of Typist/J.A can be computed for SPP-I/ SPP-II

A.A.S IN R.P.S -2005

- GO(P) No.241 Fin (PCII) Dept dt 28.09.2005
- Grade I to XXI RPS of 2005.
- SPECIAL GRADE POST 8 YEARS
- SPECIAL PROMOTION POST-I/ SPL. ADHOC PROMOTION POST-I-16 YRS
- SPECIAL PROMOTION POST-II/
- SPL. ADHOC PROMOTION POST-II- 24 YEARS.

A.A.S IN R.P.S -2010

- 6/12/18/24 years. W.e.f. 1-2-2010
- Special Grade(6)
- SPP-I-A (12)/SPP-I-B (18)
- SPP-II (24)

 During Joining time counts appointment under AAS can be considered. (GM No. 18875/119/A1/Admn.II/97 dated 26-7-1997)

 In case of wrong fixation, recovery out of such wrong fixation is from the concerned authority (GM No. 37806/A1/399/PC.II/96 dated 16-9-1997.

 Stagnation increments are permissible in case the employees reached in the scale applicable under AAS (G.M.No. 16326/A/74/ PRC.I/82-2- dated 20-1-1983.

- 4. Scale under AAS does not count for determination of Grade of employee for TA.
 Only ordinary grade should be taken.
- 5. Service rendered in both posts of Typist and Assistant/ Junior Assistant/Jr.
 Stenographer and Sr. Stenographer and Senior Assistant may be taken for appointment under AAS. (Memo. No. 15685/Q1/94-2 dated 3-1-95 of HM & FW (Q1) Dept.

- 6. Service rendered in the categories of Attender (Office Subordinate), (Office Subordinate), Dafedar/Jamedar put together or the service rendered in the categories of Office Subordinate/ **Record Assistant or Roneo Operator** put together shall be reckoned for AS.
- G.O.Ms.No.45 F&P (FW PC.I) Dept dt.15.02.93.
- G.O.Memo.No.30089-A/709/PC.I/93, Dt.20.01.94.
- G.O.Ms.No.72 F(PC.II) Dept, dt.01.04.2006.

 7. Spells of service in stoppage of increment without cumulative effect will also counts for AAS (Cir. Memo No. 41082/574/A1/PC.II/95 dt 30-1-96.

 8. Stagnation increments are permissible in case the employees reached maximum in the scale applicable under AAS (G.M.No. 16326/A/74/PRC.I/82-2. dt 20-1-1983.

- The Pay fixation in the Automatic Advancement scale shall be allowed under FR 22(a)(i) read with FR 31(2) only.
- The Government servant availed benefit of 24 years of Automatic Advancement scheme in one post, subsequently promoted to higher post, in the new post the pay fixation shall be allowed under FR 22 (a)(i) only. G.O.Ms No.399 Fin(FR II) Dept, dt.18.11.2005.

- The Government servant availed benefit of 24 years of Automatic Advancement scheme in one post and promoted to higher post he is not allowed subsequent Automatic Advancement scheme benefit in new (promoted) post.
- Govt Memo. No. 216-A/2/A2/PCII/2007-1
 Finance FRII dept 23-3-2007.

- In the Automatic Advancement scales the stagnation increments (3/5) are allowed.
- Govt Memo No.5763/59/PC/99-1 Dt.27.02.99.
- The stagnation increments are also taken as normal increments for fixation of pay both in promotion as well as Automatic Advance scheme. Govt Memo No.5763/59/PC/99-1 Dt.27.02.99.

 The Government Servant availed benefit of Automatic Advancement scheme of 6/12/18 years and promoted to higher post shall be allowed to fix his pay under FR 22 (B) in the Promotion Post.

 On Administrative grounds the Government servant reverted from higher post to lower post the service render in the higher post is taken into consideration for allowing Automatic Advancement scheme benefit in the lower post. If reverted on employee request this benefit is not allowed. Govt Memo No. 007/375/PRC I/88 F&P Dept dt.26.10.88. The employee on completion of 45 years of age be exempted from passing the Departmental Tests as prescribed in the service rules to get normal promotion/ for appointment to SPP I. It is not applicable to educational and technical qualifications G.O.Ms. No. 150 F&P (FWOCII) Dept dt 1-9-99

- The benefit of Automatic Advancement scheme will be withdrawn if the employee relinquishes his right to promotion similarly persons appointed to lower post at request are also not eligible for the Automatic Advancement scheme.
- Govt Memo No.007/375/PRC I/88, dt.26.10.88.

- The employees date of increment falls due on the day following his retirement he may given the benefit of increment notionally, purely for the purpose of pensionary benefits only. This is not considered for Encashment of Earned Leave.
- G.O.Ms.No.235 Fin & Plg (FW FR II)Dept, dt.27.10.98.
- Acquiring of qualifications are bar for appointment of SPPI/SPPII scales. Govt.Memo. No. 1251-B/118/PRCI/83 dated 6-2-84.

- The parent department is only sanction authority for issuing benefit of Automatic Advancement Scheme. G.O.Ms.No. 238 F&P (F.W. PRCII) Dept dated 25-6-85.
- Service render in consolidated pay is not counted for Automatic Advancement
 Scheme. Govt Memo. No. 979/Ser I/81-II Irrigation Dept dated 21-1-84.
- Surplus employees who were allotted to other Government departments are allowed protection of Pay/Pay Scales. Employees previous service also count for calculation of Automatic Advancement Scheme benefit. Govt.No. 28540/1174/A1/SMPC/2003 dated 13-4-2004

PAY REVISION: 2010

6700- 200- 7300- 220- 7960- 240-8680- 260- 9460- 280-10300-300-11200-330-12190-360-13270-390-14440-420-15700- 450-17050-490-18520-530-20110- 570-21820-610-23650-650-25600- 700-27700-750-29950-800-32350- 850-34900-900-37600-970-40510-1040-43630-111046960-1200-51760-1300-55660

- PAY REVISION: 2010
- Option: 1-7-2008 or date of increment
- Pay as on 1-7-2008
- OR date of increment;
- DA: @ 42.39%; Fitment @39%:
- Fix pay at higher stage in the revised scale whether it is stage or not.
- Increment from date of normal increment. MB from 1-2-2010.
- For 2/2010 arrears to GPF. From March, 2010 payable in cash.

- Three stagnation increments.
- 1370/- 16925/- 19675/- 22800/- 29250/- :
 Date of increment beneficial.
- 4150/- and 4260/-; 5075/- and 5200/-;
 6195/- and 6350/-; 7970/- and 8170/12385/- and 12700/- Junior and senior getting the same pay.

Pay in pay scales 2005 : 13750

D.A. as on 01.07.08 (42.39%): 5829

Fitment (39%) : 5363

Total : 24942

Pay fixed at Next Stage : 24950

- Junior Assistant scale: Rs. 8440-240-8680-260-9460-280-10300-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-24950
- Senior Assistant: Rs. 10900-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700-750-29950-800-31550

An employee drawing a pay of 15280 in 11530-33200 whose increment is in August'13 is promoted to a post having scale of pay 14860-39540 on 12th March'13. Fix his pay in promotion post under FR 22 (a)(i)

Pay in the lower post

Next stage

+420=15700

15280

His pay will be fixed at the next stage at 15700 from 12-3-2013 under FR 22 (a) (i)

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Pay in the lower post 15280

Pay in promotion post from 12-3-2012: 15280 +420 =15700 FR 22 (a) (i)

Increment in lower post as on 1-8-2013 = 15280 +420 =15700 (FR 26)
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Pay in the promotion post w.e.f. 1-8-2013 = 15700 + Rs. 420 = 16120/- Under FR 31(2)

 A typist was converted as Junior Assistant w.e.f. 15-6-2011 while drawing a pay of 15,700 + 450
 Special Pay. His date of increment was 1-12-2011.
 Regulate his pay in the post of Junior Auditor.

Pay in the post of Typist = 15700 + 450 Spl.Pay

Pay in the post of JA on conversion w.e.f.

15-6-2011= 15700 Under FR 22 (a) (ii)

Pay on increment on 1-12-2011:

15700 + 420 + 16120/- under FR 26

Pay on increment on 1-12-2012: 16120/- + 420= 16540/- under FR 26

A Senior Auditor while drawing a pay of Rs.28450/- from 1-1-2011 was reverted for want of vacancy as Junior Auditor w.e.f. 13-6-2011. Regulate his pay in JA post w.e.f. 13-6-2011. His pay at the time of his promotion on 1-12-2008 as JA was 24950.

Pay as on the date of reversion as JA is Rs. 24,950/- being the maximum of the scale of JA under FR 22(a) (iii)

An employee is drawing a pay of 15280 in 8448- 24950 was promoted to a post on 10th December, 2013 having scale of pay 10900-31550 His pay in the lower post was 15280. His date of increment is in January 2014. Fix his pay under FR 22 – B which ever is advantageous

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In opted for FR 22-B from date of promotion
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Pay in the lower Post as on 10-12-2013 = Rs. 15280/-

Pay in promotion post from 10-12-2013=

In opted for FR 22-B from date of increment in lower post

Pay in the lower Post as on 10-12-2013 = Rs. 15280/-

Pay in promotion post from 10-12-2013= 15700

FR 22(a)(i)

Pay after Increment in lower post w.e.f. 1-1-2014 : 15700 (FR26)

Pay in promotion post from 1-1-2014= 15280+ 420= 15700 + 420+420= 16540/- FR 22-B - This is advantageous 75