



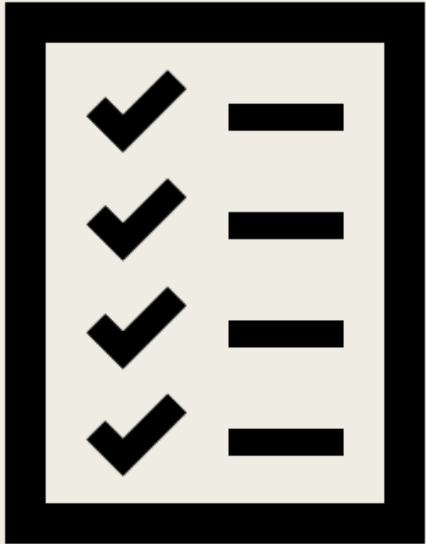
PAY FIXATION

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Before we proceed

- List out occasions when we have to fix pay of a Government Servant

Basic Rules

SNo	Rule Under FR	When to be applied
1	FR 22 (I) (a) (1)	Fixation of pay of a GS holding non-tenure post, in a substantive or temp. or officiating capacity on promotion to higher post, having higher responsibility
2	FR 22(I) (a) (2)	Fixation of pay in the higher post which does not involve higher responsibility (after 1.1.06 this rule is defunct)
3	FR 22(I) (a) (3)	Transfer to lower post on own request under FR 15 A
4	FR 22(I)(b):	Pay fixation on first appointment in Govt. Service and other cases not fulfilling conditions in clause (a)
5	FR 22(33)	Next Below Rules

Basic Rules

SNo	Rule Under FR	When to be applied
6	FR 22(II)	Pay fixation of proforma promotion under “Next Below Rules”
7	FR 22(III)	Pay fixation to the post held earlier in identical scale
8	FR 22(IV):	When a GS while holding an ex-cadre post, is promoted to a post in parent cadre-Pay fixation in the cadre post on the basis of presumptive pay
9	FR 22A-	Deleted

Basic Rules

SNo	Rule Under FR	When to be applied
10	FR 22 B	Pay fixation of Probationer
11	FR 23	Pay fixation when the scale of pay is changed
12	FR 24	Withholding Increment
13	FR 25	deleted
14	FR 26	Regulation of Increment

Basic Rules

SNo.	Rule Under FR	When to be applied
15	FR 27	Grant of Premature increment including to have higher starting pay
16	FR 28	Fixation of Pay on transfer of a GS from higher post to lower post as penalty
17	FR 29 (a)	Fixation of pay when GS reduced to lower stage as a penalty
18	FR 29(b)	Fixation of pay when GS reduced to Lower Service/Grade/Post
19	FR 29A	Pay fixation where an order of withholding increment or reversion to lower service or lower stage, is set aside or modified by Competent Authority

Basic Rules

SNo	Rule Under FR	When to be applied
20	FR 30/31	deleted
21	FR 31A	Regulation of pay in case of GS whose promotion/appointment is found to be erroneous
22	FR 32	deleted
23	FR 33:	Pay Fixation when a GS officiates in a post the pay of which has been fixed at rate personal to another GS

Basic Rules

SNo.	Rule Under FR	When to be applied
24	FR 34	deleted
25	FR 35	Fixation of officiating pay of GS at an amount less than that admissible under the rules
26	FR 36	Acting Promotion in the place of GS who deputed on Training
27	FR 37	Personal Pay
28	FR 38	Deleted

Basic Rules

SNo	Rule Under FR	When to be applied
29	FR 39	Pay of Temporary Post filled by a person not in Govt. Service
30	FR 40	Pay of a Temp. Post filled by a person already in Govt. Service
31	FR 46	Fees & Honoraria
32	46 & 47	Prescribing the Conditions of Fees & Honoraria
33	49	Combination of Appointment

When?

1. Pay fixation under Revised Pay Rules (as per orders issued after acceptance of Pay Commission)
2. On Initial Appointment to a post
3. Pay fixation of Probationer
4. On Promotion to higher post
5. On Tech. Resignation & appointment to same post or higher post
6. GS selected for another post by UPSC on interview basis
7. After one year on drawing maximum pay

When?

9. On promotion from U/S to Dy. Secretary or from Pr. Secretary to Sr. Pr. Secretary
10. State Govt. Staff on selection to Central Govt.
11. On reduction to lower GP as a punishment
12. On reduction to lower PB as a punishment
13. Transfer to lower post on request
14. Fixation of Pay on Proforma Promotion of Gr.A on deputation to Central Sectt.

When

14. Transfer to Ex-cadre post

15. Promotion under “NBR”

16. Re-employed Pensioner

17. On re-appointment to the same post held earlier

18. Pay Fixation of officers from Private Sector

When?

20. Official transfer from PSU to Central Govt.
21. When Scale/GP is changed
22. Additional Charge
23. Compassionate Ground Appointment

Pay Fixation Options

- There are two options:
 - *Fixation from the date of promotion*
 - *Fixation from the date of next increment*
- The option should be exercised by the Government servant within one month from the date of promotion
- This option is not available in the cases of appointment on deputation to an ex cadre post, or to a post on ad hoc basis or on direct recruitment basis.

Pay Fixation on Promotion

- However, in cases where an ad hoc promotion is followed by regular appointment without break, the option is admissible as from the date of initial promotion which should be exercised within one month from the date of such regular appointment.

Increment – Regulation of

1. All period of duty will count for increment
2. Service in another post other than post carrying less pay
3. Deputation out of India
4. Foreign Service
5. All kinds of leave other than EOL without MC
6. EOL granted on Medical Certificate, Civil Commotion, Study leave will be treated as duty

Increment – Regulation of

7. Period of Suspension, Overstayal of Leave & JT. Dies non etc. will not be counted for increment
8. Qualifying Period of Increment 6 months
9. Date of Increment first July (from 1.1.16, increment date Jan. & July)
10. GS promoted/appointed on 1st January of a year, joins that post on the first working day of the year due to Sunday or Holiday falling on 1st January, is deemed to have completed 6 months as on 30.6 of that year (FR 26 & OM dt. 13.2.09)

Date of Increment

1. **Two dates of Increment:** 1st of January & 1st of July
2. Entitled to **Only One** Increment depending on the date of Appointment, Promotion, Up-gradation
3. Appointment, Promotion or Up-gradation between **2nd Jan. to 1st day of July** (Both days are inclusive): Increment on **1st January**
4. Appointment, Promotion or Up-gradation between **2nd July. to 1st day of January** (Both days are inclusive): Increment on **1st July**

(Rule -10)

Let's Do (1)

Date of Appointment1	Date of Next Increment
1 st January, 2018	?
2 nd January, 2018	?
3 rd March, 2018	?
30 th June, 2018	?
1 st July, 2018	?
2 nd July, 2018	?
1 st January, 2019	?

Let's Do solution

Date of Appointment	Date of Next Increment
1 st January, 2018	1/7/2018
2 nd January, 2018	1/1/2019
3 rd March, 2018	1/1/2019
30 th June, 2018	1/1/2019
1 st July, 2018	1/1/2019
2 nd July, 2018	1/7/2019
1 st January, 2019	1/7/2019

Let's Do (2)

- Mr. A has been appointed to a post carrying Level 4 on 3rd May, 2018.
 - *Fix his initial pay*
 - *Identify his Date of Next Increment (DNI)*
 - *What will be his pay on the next DNI*

Let's Do (2) Solution

- Pay fixed at the minimum of Level 4, i.e. First Cell, Rs. 25,500/-
- His Date of Next Increment – 1st January, 2019 (His DoA being 3rd May, 2018)
- Pay on his next DNI, i.e. 2nd Cell in Level 4, Rs. 26,300/-

Let's Do (3)

1. Existing Pay as LDC: 23,800 in Level 2, Cell-7 (LDC) (as on 1/1/2016 with DNI 1/1/2017). Date of Promotion as UDC (Level 4): 5th July 2016
 1. *Fix her pay*
 2. *Identify her DNI*
 3. *What will be her pay on DNI?*

Let's Do(3) Solution

1. UDCs Level: Level 4
2. LDC Next Cell of Level 2: = 24,500 (Cell 8)
3. Appropriate Cell in Level 4 (UDC): Cell 1 = 25,500
4. Date of Next Increment in Level 4(UDC): 1.7.17 [Rule 10(2)] (Date of Promotion being 5th July, 2016)

Let's do (4)

- A GS who is working in level 6 with pay Rs. 49000/- has been appointed to an ex-cadre post in level 7 on 3rd June, 2018. His date of increment is 1st July,
- What are the options he has in the new post?
- Fix his pay. If he opts for pay in the new post.

Let's do (4)

- He has two choices

- *One draw the pay in the current scale and opt for deputation allowance; or*
- *Get his pay fixed in the higher scale.*
- *His pay will be fixed from the date of his appointment to the new post.*
- *He does not have the option of getting his pay fixed on the date of next increment.*

Steps for fixing pay without option

1. Allow one increment (next Cell)t in Lower Level
2. Find out equal stage in the promoted Level and fix the pay at this equal stage
3. If there is no equal stage in higher level, then fix the pay next cell
4. If the amount after adding increment in lower post is more than the maximum of the higher post then fix at maximum of higher post
5. If the amount after adding increment in lower post is less than the minimum of the higher post, then allow the minimum of higher post.

(Rule 13 of Revised Pay Rules 2016)

Steps for fixing pay with option

1. Grant usual increment due.
2. Allow one more notional increment (next Cell)t in Lower Level
3. Find out equal stage in the promoted Level and fix the pay at this equal stage
4. If there is no equal stage in higher level, then fix the pay next cell
5. If the amount after adding increment in lower post is more than the maximum of the higher post then fix at maximum of higher post
6. If the amount after adding increment in lower post is is less than the minimum of the higher post, then allow the minimum of higher post.

(Rule 13 of Revised Pay Rules 2016)

Let's do (5) Fixation of Pay without Option

1. Existing Level & Pay drawn: Level 7 and Pay is: 64,100 (Cell 13)
2. He was promoted on 21st April 2018 to Level 8
3. Fix his pay

Let's Do (5) Solution

- Fixation:

1. Existing Pay in Level 7: 64100 (Cell-13)
2. Next Cell in Level 7 ie., Cell 14: 66,000
3. Equivalent Cell in Level 8: 66,000 (Cell 12)
4. DNI: 1.1.19 to Cell 13 ie., 68,000

- [Rule 13 read with Rule 10(2)]

Let's Do (6) Pay Fixation with Option

1. Pay in Level 10 on 15.3.18: 80,000 (cell 13)
2. Date of promotion: 16.3.18 to Level 11
3. He opted to fix his pay from 1.7.18 i.e date of increment
4. Fix the pay

Let's Do (6) Solution

Date	Pay in Lower Level (10)	Pay in Higher Level (11)
15.3.18	80,000 (cell 13)	
16.3.18 (Date of promotion)	(80900)	80,900 (Cell 7)
1.7.18 Increment	82,400 (Cell 14)	
1.7.18 Add notional increment	84,900 (Cell 15)	85,800 (Cell 9)
Date of Next Increment	1/1/19	



REGULATION OF
PAY ON IMPOSITION
OF PENALTY

Reduction to Lower Stage by one stage (Rule 11 (iii-a))

- On imposition of a penalty under this Rule, the pay would be fixed at the next lower vertical cell in the same level in the pay matrix. In other words, in case of reduction by one stage, the revised pay would be the pay drawn in the same level at the stage before the last increment.
- The above mentioned penalty cannot be imposed on a Government Servant drawing pay at the minimum of the Level.

Let's Do (Penalty-1)

- Mr. A, who is in level 9 drawing pay of Rs. 63300/- has been imposed the penalty of reduction to lower stage by five stages. Fix his pay.

Let's Do Penalty (1) Solution

	Level	Cell	Pay
On the date of penalty	9	7	Rs. 63,300/-
Reduction by 1 stage	9	6	Rs. 61,500/-
Reduction by 2 stage	9	5	Rs. 59,700/-
Reduction by 3 stage	9	4	Rs. 58,000/-
Reduction by 4 stage	9	3	Rs. 56,300/-
Reduction by 5 stage	9	2	Rs. 54,700/-

Let's Do (Penalty-2)

- Mrs. A, who is in level 9 drawing pay of Rs. 56300/- has been imposed the penalty of reduction to lower stage by five stages. Fix her pay.

Let's Do Penalty (2) Solution

	Level	Cell	Pay
On the date of penalty	9	3	Rs. 56,300/-
Reduction by 1 stage	9	2	Rs. 54,700/-
Reduction by 2 stage	9	1	Rs. 53,100/-
Reduction by 3 stage	**		
Reduction by 4 stage			
Reduction by 5 stage			

**** In the above illustration, a penalty of reduction by more than two stages would fall below the first cell of the same Level, such a penalty therefore, would not be implementable. Therefore, while imposing the penalty of reduction to a lower stage in time-scale of pay under Rule 11 (v) of the CCS (CCA) Rules, 1965, Disciplinary Authority may weigh all factors before deciding upon the quantum of penalty, i.e. the number of stages by which the pay is to be reduced.**

Let's do (Penalty 3)

- Ms X has been imposed on 13.8.2017 the penalty of reduction to a lower stage in the same time-scale of pay by one stage for a period of one year, without cumulative effect and not adversely affecting her pension . She is drawing Rs. 50,500/- in Level 7 of Pay Matrix. How would you fix her pay if her Date of Next increment is 1st January? How would you fix her pay if her Date of Next increment is 1st July?

Let's Do (Penalty-3) Solution

	Date of Increment 1 st January	Date of Increment 1 st July
Pay When Penalty imposed	Rs. 50,500/- (5 th Cell of Level 7)	Rs. 50,500/- (5 th Cell of Level 7)
Reduced pay w.e.f. 13/8/2017	Rs. 49,000/- (4 th Cell of Level 7)	Rs. 49,000/- (4 th Cell of Level 7)
Increment (Notional)	On 1 st January, 2018 Rs. 52000/- (6 th Cell of Level 7)	On 1 st July, 2018 Rs. 52,000/- (6 th Cell of Level 7)
Increment (Actual)	On 1 st January, 2018 Rs. 50,500/- (5 th Cell of Level 7)	On 1 st July, 2018 Rs. 50,500/- (5 th Cell of Level 7)
Pay w.e.f. 13/08/2018	Rs 52,000/- (6 th Cell of Level 7)	Rs 52,000/- (6 th Cell of Level 7)

Let's Do (Penalty 4)

- Mr. X has been imposed on 13/8/2017 the penalty of withholding of one increment for a period of two years. His current pay is Rs. 50,500/- in level 7 of pay matrix. His Date of Next Increment is 1st January. How would you fix his pay?

Let's Do (Penalty 4) - Solution

Pay when penalty imposed (i.e. 13/8/2017)	Rs. 50,500 (5 th Cell of Level 7)
Pay during currency period(13/8/2017 to 31/12/2019)	<p>The increment due on 1/1/2018 will be withheld for two years, i.e. upto 31/12/2019. As such the pay w.e.f. 13/8/2018 will be as under:</p> <p>i) Pay w.e.f. 13/8/2017 to 31/12/2017 – Rs. 50,500/- (5th Cell of Level 7)</p> <p>ii) Pay w.e.f. 1/1/2018 to 31/12/2018 will be Rs. 50,500/- (5th Cell of Level 7 (due to imposition of penalty)</p> <p>iii) Pay w.e.f. 1//1/2019 to 31/12/2019 will be Rs. 52,000/- (6th Cell of Level 7)</p>
Increment Notional	<p>i) On 1st January, 2018 - Rs. 52,000 (6th Cell of Level 7)</p> <p>ii) On 1st January, 2019 - Rs. 53,600 (7th Cell of Level 7)</p>
Pay after the currency period	i) On 1 st January, 2020 - Rs. 55,200/- (8 th Cell of Level 7)

Let's Do (Penalty 5)

- Ms. Y has been imposed on 13/8/2017 the penalty of withholding of next increment for a period of two years. Her current pay is Rs. 50,500/- in level 7 of pay matrix. Her Date of Next Increment is 1st January. How would you fix her pay?

Let's Do (Penalty 5) - Solution

Pay when penalty imposed (i.e. 13/8/2017)	Rs. 50,500 (5 th Cell of Level 7)
Pay during currency period(13/8/2017 to 31/12/2019)	The increment due on 1/1/2018 and 1/1/2019 will be withheld upto 31/12/2019. As such the pay w.e.f. 13/8/2018 will be as under: i) Pay w.e.f. 13/8/2017 to 31/12/2017 - Rs. 50,500/- (5 th Cell of Level 7) ii) Pay w.e.f. 1/1/2018 to 31/12/2018 will be Rs. 50,500/- (5 th Cell of Level 7 (due to imposition of penalty) iii) Pay w.e.f. 1//1/2019 to 31/12/2019 will also be Rs. 50,500/- (5 th Cell of Level 7)
Increment Notional	i) On 1 st January, 2018 - Rs. 52,000 (6 th Cell of Level 7) ii) On 1 st January, 2019 - Rs. 53,600 (7 th Cell of Level 7)
Pay after the currency period	i) On 1 st January, 2020 - Rs. 55,200/- (8 th Cell of Level 7)

Let's Do (Penalty 6)

- Ms. Y has been imposed on 13/8/2017 the penalty of withholding of next increment for a period of two years with cumulative effect. Her current pay is Rs. 50,500/- in level 7 of pay matrix. Her Date of Next Increment is 1st January. How would you fix her pay?

Let's Do (Penalty 6) - Solution

Pay when penalty imposed (i.e. 13/8/2017)	Rs. 50,500 (5 th Cell of Level 7)
Pay during currency period(13/8/2017 to 31/12/2019)	The increment due on 1/1/2018 and 1/1/2019 will be withheld forever. As such the pay w.e.f. 13/8/2018 will be as under: i) Pay w.e.f. 13/8/2017 to 31/12/2019 - will be Rs. 50,500/- (5 th Cell of Level 7)
Increment withheld due to penalty	i) On 1st January, 2018 - Rs. 52,000 (6th Cell of Level 7) ii) On 1st January, 2019 - Rs. 53,600 (7th Cell of Level 7)
Pay after the currency period	i) On 1 st January, 2020 - Rs. 52000/- (6 th Cell of Level 7)

Disclaimer

- The examples and illustrations given here are for academic reference only. The real life cases may be handled as per Government of India instructions from time to time.