



## **PROCEEDINGS OF THE TRAVANCORE DEVASWOM BOARD**

### **ABSTRACT**

Pay Revision of Travancore Devaswom Board Regular Establishment Employees and Temple Employees – sanctioned – Orders issued.

ROC.No. 515/2016/Est.I

Nanthancode, dated 01-07-2016

Read :- (1) Board order ROC No 2000/11/Est-1 dated 26-02-2016.

(2) Report ROC No 3616/16/Est(A) dated 23-05-2016 submitted by  
Devaswom Commissioner.

### **ORDER**

The Board vide order (1) cited constituted a Committee to examine the Pay Revision of Travancore Devaswom Board Regular Establishment Employees and Temple Employees and submit proposals for the enhancement with due consideration for the finances of the Board. The Committee, after detailed examination has submitted its recommendations. After examining the report containing the recommendations, the Board are pleased to issue orders as contained in the subsequent paragraphs.

- a. The revised scales of pay of the Travancore Devaswom Board w.e.f. 01-07-2014 are shown in **Annexure-I**.
- b. The Schedule of posts and scales of pay are shown in **Annexure II**.
- c. The rules for fixation of pay in the revised scales are given in **Annexure III**.
- d. Time Bound Higher Grade rules in **Annexure IV**.
- e. Illustrations of pay fixation in **Annexure V**.
- f. Statement of Fixation of Pay in the Revised Scales in **Annexure VI**.
- g. Pay fixation of Part Time Contingent Employees in **Annexure VII & VII A**

#### **1. Ratio/ Percentage based grade promotion**

The revised ratio/percentage based grade promotion for various categories are indicated in Annexure IV. The revised ratio/ percentage based promotions will come into effect on 01-02-2016.

#### **2. Time Bound Higher Grade Promotion Scheme**

The existing time span of 8, 15 and 22 years for allowing Time Bound Higher Grade Promotions (TBHG) will continue. The existing time span of 27 years for sanctioning the fourth TBHG will continue and this grade is limited to the employees coming under the scales of pay ranging from ₹ 16500-35700/- to ₹ 19000-43600/- Revised Rules for allowing TBHG promotions are incorporated in Annexure IV. The date of effect of the same is 01-02-2016.

### 3. Part -Time Contingent /Temple Employees

The Part-Time Employees will be allowed the scales of pay as follows:

Category	Name of Category	Existing Scale of Pay	Revised Scale of Pay
<b>I</b>	<b>Part Time Santhies</b>	4850-110-5400-120-6000-140-6700-160-7500	10620-240-12300-260-13600-300-15100-340-16460
<b>II</b>	<b>Part Time Sweepers/Cleaners</b> whose area of work is 400 sq.m. and above but below 800 sq. m.	4850-110-5400-120-6000-140-6700-160-7500	9340-220-11000-240-12300-260-13600-300-14800
<b>III</b>	<b>Part Time Sweepers/Cleaners</b> Part Time Temple Employees whose area of work is 100 sq.m and above but below 400 sq.m & Part Time Temple Employees	4250-100-4850-110-5400-120-6000-140-6700	8200-200-10000-220-11000-240-12300-260-13340

(1) The existing scales of pay of various categories of Part Time Contingent employees are revised as follows with effect from 01-07-2014.

(2) The method of fixation of pay in the revised scales of pay is given in Annexure – VII. Some illustrations for fixation of pay are shown in Annexure – VII A.

(3) The existing scheme of granting one additional increment each on completion of qualifying service of 8, 15, 22 and 27 years will continue.

*Note :- The additional increment will be granted on completion of qualifying service and it will not affect the normal increment dates. The maximum number of such increment admissible shall be limited to one, two, three and four respectively on completion of 8, 15, 22 and 27 years of qualifying service including the benefit availed as per ROC 2000/2011/Est-1 dated 01-07-2011.*

(4) Part-Time Contingent employees will be given stagnation increment. maximum number of stagnation increments allowed will be three, out of which two will be annual and the third one biennial.

(5) Part- Time Contingent employees working in designated cities shall be eligible for City Compensatory Allowance @ Rs. 100/- per month. The existing Hill Tract Allowance to employees who are working in designated area will be enhanced to Rs. 300/- per month.

### 4. Career Advancement Scheme

Career Advancement Scheme as ordered in G.O(P) No. 536/2012 (116)/Fin dated 29-09-2012 is introduced in Travancore Devaswom Board w.e.f. 01-02-2011 stipulating all the conditions contained therein.

The modification as details below ordered in G.O(P) No. 7/2016/Fin dated 20-01-2016 will be implemented with effect from 01-07-2014 in the Travancore Devaswom Board.

Monitory benefit will be payable only from the date of order.

(1) Only the directly recruited employees to the posts for which professional degree is the basic qualification for appointment in the entry post will be allowed the scale of pay of respective promotion posts as appended in Annexure-IV to this order on completion of 8 and 15 years of service. The existing system of giving designation of the respective promotion post as Non-Cadre shall be discontinued. However, on their retirement from service, they will be deemed to have retired from the Non-Cadre post corresponding to scale of pay at the time of retirement.

(2) Scale of pay of the promotion post will be admissible only if corresponding regular promotion post exists in that Department.

(3) Only officers who have the prescribed qualifications for the respective regular promotion posts will be allowed higher scale of pay.

(4) All the conditions applicable for reckoning qualifying service for Time Bound Higher Grade will apply for calculation of qualifying service for career advancement scheme also.

(5) The benefit of Career Advancement Scheme and Time Bound Higher Grade Scheme will not be allowed simultaneously. In cases where intermediary higher grade post exist between two cadre posts, promotion to such higher grade will be allowed with no change in pay and scale of pay to those who benefited under the Career Advancement Scheme.

(6) The officers who are placed in the higher scale under Career Advancement Scheme will not exercise the delegation of power of the respective regular promotion posts. They shall continue to discharge the duties of their respective cadre posts.

## **5. Stagnation Increment**

The existing scheme of allowing stagnation increment will continue. The maximum number of such increments will be five, the first four increments being annual and the fifth biennial, subject to the condition that the maximum basic pay after adding such increments shall not exceed ₹ 1,20,000/-

## **6. Dearness Allowance**

The entire Dearness Allowance of 80 % as on 01/07/2014 have been merged with basic pay for arriving at the revised rates of Pay. Therefore, no Dearness Allowance is admissible as on 01-07-2014.

The rates of Dearness Allowance admissible in the Board employees thereafter will be as follows:-

<u>Date</u>	<u>Rate of DA</u>	<u>Total</u>
01/07/2014	0%	0%
01/01/2015	3%	3%
01/07/2015	3%	6%

## 7. House Rent Allowance

House Rent Allowance will be paid at the revised rates based on pay ranges and classifications of cities/places as shown below :-

Pay Range (₹)	B2 Class City & Above (₹)	Other Cites/Town (₹)	Other places (₹)
16500 - 26500	1500	1250	1000
27150 - 42500	2000	1500	1250
43600 - 68700	2500	1750	1500
70350 & Above	3000	2000	1750

- Note :- (i) *B2 class city for the purpose of HRA means the cities of Thiruvananthapuram, Kollam, Kochi and Thrissur .*
- (ii) *Institution situated within a radius of 3 km from civil station Kakkanad and in the case of other cities mentioned in Note 1 within the 1 km will be considered as B2 class city and above for the purpose of granting House Rent Allowance and City Compensatory Allowance*
- (iii) *Other cities and towns include all other municipal areas and town ships as well as district and taluk Head Quarters not coming under B2 class city and above.*

## 8. City Compensatory Allowance

The revised rates of City Compensatory Allowance allowed for employees working in the offices located in B2 Class cities will be as follows:-

Pay Range	Amount (Rs)
16500-26500	350.00
27150-42500	400.00
43600-68700	450.00
70350 & above	500.00

## 9. Medical Benefits

The existing scheme of Medical Re-imbursement in the Board will continue.

## 10. Spectacle Allowance

The cost incurred towards the purchase of spectacle will be re-imbursed subject to a maximum ₹ 1200/- Reimbursement will be allowed once in five years.

## 11. Uniform Allowance

Those categories who have to wear uniform as per existing orders will be paid Uniform Allowance @ of ₹ 1600 per annum. Payment of Uniform Allowance will be subject to the following conditions:-.

- Uniform Allowance is inclusive of stitching and washing charges and cost of cloth.
- Uniform specifications (colour, type, item, size etc.) have to be fixed by the Head of the Department concerned in respect of different categories of employees under his control.

- iii) Controlling Officers are free to discontinue the sanctioning of Uniform Allowance and even recover the allowance sanctioned, if an employee does not wear uniform during duty time.

## **12. Hill Tract Allowance**

Revised rates of Hill Tract Allowance are as shown below:-

Sl No.	Pay Range	Rate per month (₹)
1	₹ 30700/- and above	500/-
2	Above ₹ 18500/- below ₹ 30700/-	450/-
3	Up to ₹ 18500/-	300/-

## **13. Special Allowance to Differently Abled**

The rate of Special allowance admissible to Differently Abled Employees is revised to ₹ 800 per month. The existing conditions for sanction of the allowance will continue.

## **14. Employees who remain in the pre-revised scale of pay.**

In the case of employees who remain in the pre revised scales of pay beyond 01-02-2016, the benefits like HRA and other additions to pay will be payable at the revised rates on the basis of their pre-revised pay plus DA @ 80%.

## **15. Surrender of Earned Leave:**

The existing system of surrender of earned leave for thirty days in a year will continue. Similarly the schemes in case of Full Time Temple employees Surrender of Earned Leave for twenty days and for Part time Temple employees for fifteen days in a Financial Year will continue.

## **16. Paternity Leave:**

Paternity leave for Ten days each for two children will be sanctioned to the serving employee at the time of the delivery of his wife.

## **17. Special Casual Leave for parents of Differently Abled Children**

Special Casual Leave for fifteen days in a calendar year will be sanctioned to those employees having differently abled children. Detailed guidelines for sanctioning the same will be issued separately.

## **18. Special Leave for undergoing Chemotherapy/ Radiation / Organ Transplantation etc.**

Special Casual Leave for a maximum period of ninety days will be sanctioned to those employees who undergo Chemotherapy or Radiation and organ Transplantation. Detailed guidelines for sanctioning the same will be issued separately.

## **19. Educational Allowance for parents of Differently Abled Children**

The rate of Education Allowance to the parents of Differently Abled Children will be enhanced from the existing ₹ 450/- to ₹ 600/- per month. This will be allowed to employees whose Differently Abled child/children are studying in general schools also. All other existing conditions will continue.

## 20. Charge Allowance

The rate of Charge Allowance will be 4% for holding full additional charge and that for discharging current duties will be 2% of the minimum of the scale of pay of additional post, with effect from 01.02.2016 the maximum period for which the charge allowance is payable will be three months.

## 21. Travelling Allowance

(i) For the purpose of Travelling Allowance, officers shall be classified into the following four grades, viz;

Grade 1	All Officers who draw an actual basic pay of ₹ 50400/- and above and Heads of Departments.
Grade II (a)	Officers with actual basic pay of ₹ 42500/- and above, but below ₹ 50400/-
Grade II (b)	Officers with actual basic pay of ₹ 27800/- and above, but below ₹ 42500/-.
Grade III	Officers with actual basic pay of ₹ 18000/- and above, but below ₹ 27800/-
Grade IV	Officers with actual basic pay below ₹ 18000/-.

*Note :- For this purpose, Pay includes Personal Pay and Special Pay.*

(ii) Class of travel

Eligible class of travel by train by each grade shall be as follows :-

Grade	Eligible Class
Grade 1	II AC
Grade II (a)	I Class. If the train doesn't have I class, II AC
Grade II (b)	III AC. If the train doesn't have III AC, I class
Grade III	II class
Grade IV	II class

(iii) Air journey

Officers in the revised scale of pay ₹ 55350-101400 and above will be eligible for air journey.

(iv) Mileage Allowance

The Mileage Allowance for road journey will be enhanced to ₹ 2.00 per km for all grades of officers.

(v) Incidental Expenses (Road/Rail/Air)

The revised rates of Incidental Expenses will be as follows :-

Grade	Road/Rail Rate (₹) per k.m	Air Journey(Rate per journey)(₹)
Grade 1	0.80	Limited to one Daily Allowance
Grade II (a)	0.60	
Grade II (b)	0.50	
Grade III	0.50	
Grade IV	0.50	

(vi) Daily Allowance

The revised rates of Daily Allowance will be as follows :-

Grade	Rates	
	Inside State(₹)	Outside State (₹)
Grade 1	400.00	550.00
Grade II (a)	320.00	450.00
Grade II (b)	320.00	450.00
Grade III	250.00	350.00
Grade IV	250.00	350.00

(vii) Classification of officials for the purpose of carrying personal effects

The classification of officials for the purpose of carrying personal effects on transfer will be as follows:-

Sl No	Category of Officers	Weight (Kg)
1	Officers whose actual basic pay is ₹ 50400 and above	3000
2	Officers whose actual basic pay is ₹ 27800/- and above but below ₹ 50400/-	2000
3	All other Officers	1500

(viii) Loading and Unloading charges for Journeys on Transfer-

Loading and unloading charges for journeys on transfer will be as follows:-

Grade	Rate
Grade 1	₹ 800/- at each end
Grade II (a)	₹ 450/- at each end
Grade II (b)	₹ 450/- at each end
Grade III	₹ 400/- at each end
Grade IV	₹ 400/- at each end

(ix) Reimbursement of Room Rent

The revised rates for reimbursement (against production of voucher) shall be as follows:-

<i>Grade</i>	New Delhi, Mumbai, Kolkata, Chennai (₹)	Other Cities/Towns outside State (₹)
Grade 1	2000/-	1500/-
Grade II (a)	2000/-	1500/-
Grade II (b)	1600/-	1000/-
Grade III	1600/-	1000/-
Grade IV	1100/-	1000/-

(x) Taxi fare for Grade I Officials : -

Grade - I officials travelling to metropolitan cities and other larger cities are allowed to hire taxies for the day. They are entitled to taxi- fare at the rates fixed by Government from time to time for journeys on tour from residence to Airport/ Railway Station/Bus Stand and back. The existing status will continue.

(xi) Auto Rickshaw/Taxi fare for journeys on tour : -

Actual fare at the rate fixed by Government from time to time for a maximum of two journeys daily (plus one journey per tour from residence to Airport/Railway Station/Bus Stand and one journey from Airport/Railway Station/Bus Stand to residence) limiting the distance of single journey to 15 kms. as per the rates fixed by Government from time to time.

22. **T.A Ceiling**

The existing system of monthly /Quarterly T.A.Ceiling will continue.

23. **Applicability**

The revised scales of pay and other benefits, sanctioned in this order will be applicable to all Board employees.

24. **Rule 28A and Rule 37(a) of Part I KSR**

As per existing Rule 28 A Part I KSRs which come in to effect from 26.03.2006, where an Officer holding a post in substantive, temporary or officiating capacity is promoted or appointed in substantive, temporary or officiating capacity to another post carrying a higher time scale of pay, his initial pay in the higher time scale of pay shall be fixed at the stage next above the pay notionally arrived at in the lower time scale of pay by increasing the actual pay drawn by him in the lower time scale by one increment. A promotee is given the following option to elect the date on which his pay is to be fixed in the higher time scale of pay under Rule 28A.

- Option (a): Pay will be fixed in the higher time scale of pay on the date of promotion, under Rule 28.A
- Option (b) : Pay on the date of promotion will be initially fixed at the stage of the higher time scale of pay of the promoted post next above the pay in the lower time scale. Thereafter, fixation of pay under Rule 28A will be allowed based on the pay in the lower post on the date of increment in the lower post.



Prior to 26-03-2006 Rule 28A PART I KSRs has operated without any option for fixation of pay. It had allowed only initial fixation on the date of promotion and re fixation whenever there was a change of pay in the lower time scale

- i) The method of fixation of pay contemplated under the Rule 28A *ibid* in force prior to 26.03.2006 will be restored with effect from 01/02/2016. Accordingly, where an Officer holding a post in substantive, temporary or officiating capacity is promoted or appointed in substantive, temporary or officiating capacity to another post carrying a higher time scale of pay, his initial pay in the higher time scale of pay, shall be fixed at the stage next above the pay notionally arrived at in the lower time scale of pay by increasing the actual pay drawn by him in the lower time scale by one increment. A re-fixation of pay will be allowed whenever there is a change of pay in the lower time scale. Fixation of pay will be done in respect of promotion/appointments to post carrying higher time scale of pay, the minimum of which exceeds Rs.68700. In such case the fixation will be allowed under Rule 37(a), Part I KSR
- ii) In all cases of Time Bound Higher Grade Promotion to higher time scale of pay, the existing practice of fixation of pay under Rule 28 A Part I KSRs will continue without the option facility. Detailed guidelines for fixation of pay are shown in Annexure IV.
- iii) In all cases of regular promotions from time bound grades to post (equivalent to that of the grade post) carrying the same or higher time scale of pay, the pay in the promoted scale will be fixed in terms of Rule 30 Part I KSRs. The next increment in the same or higher scale will fall due on the date of increment in the time bound grade scale.
- iv) Where promotion/appointment by transfer to the post happens to have the same scale of pay of the feeder category post, one advance increment will be granted to the incumbents appointed by promotion or transfer to post carrying the same scale of pay as the feeder category post without prejudice to the normal increment. This advance increment will not be granted in the case of promotion from time bound higher grade to a regular promotion post in the same scale of pay and in the case of appointment to interchangeable post in the same scale of pay. This will have effect from 01.07.2014
- v) In the case of an Officer who was promoted prior to 01.07.2014 and enjoyed the benefit of fixation of pay under Rule 28A Part I KSRs on the date of increment in the pre revised lower scale due after 01.07.2014 in the terms of option(b), his pay in the revised scale of the promoted post on the date of increment in the pre-revised lower scale will be fixed at the stage next above the pay notionally arrived at in the promoted scale by increasing the actual pay drawn by him in that time scale by one increment.

## **25. Date of Effect**

The date of effect of the revised scales of pay will be 01/07/2014. Revised pay will be admissible with the salary of February 2016. The date of effect of revised rate of monthly allowance will be 01-02-2016. Modified ratio/percentage based higher grade promotions; other periodical allowance will

have effect from 01/04/2016. Modification to Rule 28 A and 37(a), Part I KSR (Vide para 23 above) will apply to promotions taking effect from 01/02/2016.

## 26. Arrears

- (1) The revised pay and allowances will be granted in cash from February 2016, Employees will be entitled to draw arrears on account of pay revision in four installments, each at 25 % of the arrears, in cash on 01-04-2017, 01-10-2017, 01-04-2018 and 01-10-2018 respectively along with interest on the arrears not drawn as on the above dates at the rate of interest admissible on their Provident Fund. In the event of death of any employee, the entire arrears on account of pay revision not drawn by the employee will be paid along with interest accrued as on the date of death, to the legal heirs of the employee.

(For e.g. an employee entitled to Rs. 1 lakh as arrears of pay revision, will be allowed to draw the first instalment of Rs. 25,000/- on 01-04-2017 along with interest at the current rate on Travancore Devaswom Board Employee Provident Fund (say 8.7 %) for 14 months on Rs. 1 lakh, the second instalment of Rs. 25,000/- on 01-10-2017 along with interest at 8.7 % for 6 months on Rs. 75,000/-, the third instalment of Rs. 25,000/- on 01-04-2018 along with interest at 8.7 % for 6 months on Rs. 50,000/- and the fourth and last instalment of Rs. 25,000/- on 01-10-2018 along with interest at 8.7 % for 6 months on Rs.25,000/-).

- (2) An Anomaly Committee is constituted renaming the existing Pay Revision Committee consisting of the existing Chairman & Members for evaluating defects/anomalies brought to notice.
- (3) The Pay of all Non-Gazetted officers will be fixed in accordance with these orders by the officers who draw and disburse their salary. In respect of Temple Employees, the fixation of pay will be approved by the Assistant Devaswom Accounts Officers concerned. In the case of Gazetted Officers, the drawal of the revised salary will be authorised by the Devaswom Accounts Officer.
- (4) Omissions or errors, if any, in respect of posts or scales of pay indicated in Annexure II of these orders shall be reported to the Board by the Heads of Departments within a month positively from the date of this order with relevant supporting documents for timely rectification. The Heads of Departments will be held responsible for any lapse in this regard.
- (5) Arrear claims preferred in pursuance of these orders will be paid without pre-check in relaxation of Article 53, Kerala Financial Code Volume I.
- (6) The Finance and Accounts Officer and other officers who inspect/audit their subordinate offices, will check as far as possible, all cases of fixation of pay in the revised scales and indicate in the Service Books the fact of having checked the pay fixation. In case where fixation or grant of higher grade or payment of increased benefits is found to be incorrect, the Inspecting Officer shall record in the Service Books concerned and instructions should be given to the officers concerned to rectify the defects.

(7) Leave Salary/ Pension Contribution based on the pay in the revised scales of pay will be recovered from 01-07-2014 of the employees concerned in the revised scales of pay. The Foreign Employers will arrange the remittance at the revised rates from 01-07-2014.

(8) Recoveries will be insisted upon where overpayments are made on account of wrong fixation. If an officer competent to fix pay under these orders or approve the pay fixation has any doubt on the application of these orders, he shall seek clarification of the existing Pay Revision Committee renamed as Anomaly Committee before approving the pay fixation and disbursement of pay.

## 27. Temple Employees

1. Eligibility for HRA & CCA in the revised scale is from 01-02-2016 for Full Time Employees. For Part Time Employees half the above rate admissible.
2. Consequent on the fitment of these officials in a scale revised from 01/07/2014, they are liable for subscription to P.F Account as per rules in vogue before completion of one year of service in their present scale of post, treating this scale as "entry grade" in lieu of ₹ 16500-26500 for awarding grade pay.

## 28. Karanma Employees

1. Full Time Karanma Employees drawing pay and allowances in the scale of pay of ₹ 7000-8500 including those given a higher start are placed in the revised scale of pay of ₹ 16500-35700 w.e.f 01/07/ 2014.
2. Part Time Karanma Employees shall be placed in the revised scale of ₹ 8200-200-10000-220-11000-240-12300-260-13340 from 01/07/2014.
3. Full time and Part Time Karanma Employees will be eligible for Dearness Allowance at the following rates from the dates mentioned below

<u>Date</u>	<u>Rate of DA</u>	<u>Total</u>
01/07/2014	Nil	Nil
01/01/2015	3%	3%
01/07/2015	3%	6%

4. They shall continue to get Dearness Allowance as being allowed to all other employees when revision of DA is being accorded by the Travancore Devaswom Board.
5. The Karanma Employees are sanctioned annual increments on the time scales of pay.

6. Since they are not given pension and are not subscribing to Provident Fund, the arrears of pay and allowances consequent on fixation of pay from 01/07/2014 to 31/01/2016 will be paid in cash in four equal instalments on 01.04.2017, 01.10.2017, 01.04.2018 and 01.10.2018 respectively. In the event of death of any employee, the entire arrears on account of pay revision not drawn by the employee will be paid in lump to the legal heirs of the employee.
7. They are also eligible to get HRA and CCA as admissible to Temple Employees.

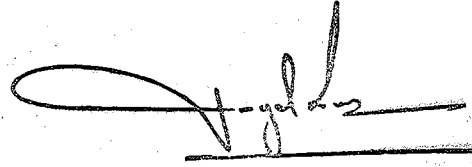
29. **Substitute Allowance / Contract Allowance**

The Substitute/Contract Allowance payable from the date of Pay Revision orders will be at the following rates.

Santhi	-	₹ 600/- per day
Nadaswaram ,Thakil	-	₹ 400/- per day
Others (Full- Time)	-	₹ 300/- per day

In the case of **Part Time substitutes**, the rates will be the one half of the above.

By order of Travancore Devaswom Board



**V.S. JAYAKUMAR**  
**SECRETARY**

Travancore Devaswom Board

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**ANNEXURE-I**  
**The existing and corresponding revised scale of pay**  
**in Travancore Devaswom Board**

	Pre-revised scales of pay(2009)		Revised Scales of pay(2014)
S1	7000-200-8000-250-8500	Re-S1	16500-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-35700
S2	8500-230-9190-250-9940-270-11020-300-12220-330-13210	Re-S2	16500-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-35700
S3	8730-230-9190-250-9940-270-11020-300-12220-330-13540	Re-S3	17000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500
S4	8960-230-9190-250-9940-270-11020-300-12220-330-13540-360-14260	Re-S4	17500-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-39500
S5	9190-250-9940-270-11020-300-12220-330-13540-360-14980-400-15750	Re-S5	18000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-41500
S6	9940-270-11020-300-12220-330-13540-360-14980-400-16580	Re-S6	19000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-42500-1100-43600
S7	10480-270-11020-300-12220-330-13540-360-14980-400-16980-440-18300	Re-S7	20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-42500-1100-45800
S8	11620-300-12220-330-13540-360-14980-400-16980-440-18740-500-20240	Re-S8	22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-42500-1100-48000
S9	13210-330-13540-360-14980-400-16980-440-18740-500-21240-560-22360	Re-S9	25200-650-27800-700-29900-800-33900-900-37500-1000-42500-1100-48000-1200-54000
S10	13900-360-14980-400-16980-440-18740-500-21240-560-24040	Re-S10	26500-650-27800-700-29900-800-33900-900-37500-1000-42500-1100-48000-1200-54000-1350-56700
S11	14620-360-14980-400-16980-440-18740-500-21240-560-24040-620-25280	Re-S11	27800-700-29900-800-33900-900-37500-1000-42500-1100-48000-1200-54000-1350-59400
S12	15380-400-16980-440-18740-500-21240-560-24040-620-25900	Re-S12	29200-700-29900-800-33900-900-37500-1000-42500-1100-48000-1200-54000-1350-59400-1500-62400
S13	16180-400-16980-440-18740-500-21240-560-24040-620-27140-680-29180	Re-S13	30700-800-33900-900-37500-1000-42500-1100-48000-1200-54000-1350-59400-1500-65400
S14	16980-440-18740-500-21240-560-24040-620-27140-680-29860-750-31360	Re-S14	32300-800-33900-900-37500-1000-42500-1100-48000-1200-54000-1350-59400-1500-65400-1650-68700
S15	18740-500-21240-560-24040-620-27140-680-29860-750-32860-820-33680	Re-S15	35700-900-37500-1000-42500-1100-48000-1200-54000-1350-59400-1500-65400-1650-72000-1800-75600
S16	19240-500-21240-560-24040-620-27140-680-29860-750-32860-820-34500	Re-S16	36600-900-37500-1000-42500-1100-48000-1200-54000-1350-59400-1500-65400-1650-72000-1800-79200
S17	20740-500-21240-560-24040-620-27140-680-29860-750-32860-820-36140	Re-S17	39500-1000-42500-1100-48000-1200-54000-1350-59400-1500-65400-1650-72000-1800-81000-2000-83000
S18	21240-560-24040-620-27140-680-29860-750-32860-820-36140-900-37040	Re-S18	40500-1000-42500-1100-48000-1200-54000-1350-59400-1500-65400-1650-72000-1800-81000-2000-85000
S19	22360-560-24040-620-27140-680-29860-750-32860-820-36140-900-37940	Re-S19	42500-1100-48000-1200-54000-1350-59400-1500-65400-1650-72000-1800-81000-2000-87000
S20	24040-620-27140-680-29860-750-32860-820-36140-900-38840	Re-S20	45800-1100-48000-1200-54000-1350-59400-1500-65400-1650-72000-1800-81000-2000-89000
S21	29180-680-29860-750-32860-820-36140-900-40640-1000-43640	Re-S21	55350-1350-59400-1500-65400-1650-72000-1800-81000-2000-97000-2200-101400
S22	32110-750-32860-820-36140-900-40640-1000-44640	Re-S22	60900-1500-65400-1650-72000-1800-81000-2000-97000-2200-103600
S23	36140-900-40640-1000-48640-1100-49740	Re-S23	68700-1650-72000-1800-81000-2000-97000-2200-108000-2400-110400
S24	40640-1000-48640-1100-57440	Re-S24	77400-1800-81000-2000-97000-2200-108000-2400-115200
S25	42640-1000-48640-1100-57440-1200-58640	Re-S25	81000-2000-97000-2200-108000-2400-117600
S26	44640-1000-48640-1100-57440-1200-58640	Re-S26	85000-2000-97000-2200-108000-2400-117600
S27	46640-1000-48640-1100-57440-1200-59840	Re-S27	89000-2000-97000-2200-108000-2400-120000
S28	48640-1100-57440-1200-59840	Re-S28	93000-2000-97000-2200-108000-2400-120000
	Master Scale		Master Scale
	7000-200-8000-250-8500-230-9190-250-9940-270-11020-300-1220-330-13540-360-14980-400-16980-440-18740-500-21240-560-24040-620-27140-680-29860-750-32860-820-36140-900-40640-1000-48640-1100-57440-1200-59840		16500-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-42500-1100-48000-1200-54000-1350-59400-1500-65400-1650-72000-1800-81000-2000-97000-2200-108000-2400-120000

Annexure: II The Schedule of posts and scales of pay			
Sl No	Designation	Existing Scale	Revised Scale
I	Devaswom Commissioner	44640-1000-48640-1100-57440-1200-58640	85000-2000-97000-2200-108000-2400-117600
	Secretary		
	Thiruvabharanam Commissioner		
	Chief Engineer (General)		
II	Chief Engineer	42640-1000-48640-1100-57440-1200-58640	81000-2000-97000-2200-108000-2400-117600
III	Executive Engineer	36140-900-40640-1000-48640-1100-49740  50% of these posts will be placed on Higher Grade on the scale of 40640-57440	68700-1650-72000-1800-81000-2000-97000-2200-108000-2400-110400  50% of these posts will be placed on Higher Grade on the scale of 77400-115200
	Deputy Devaswom Commissioner (Administration)		
	Finance & Accounts Officer		
	Devaswom Accounts Officer		
	Deputy Devaswom Commissioners		
	Deputy Devaswom Commissioner (Inspection), (P&SGRC)		
	Deputy Devaswom Commissioner, High Court Audit		
	Cultural And Archeological Director		
	Executive Officer (Sabarimala)		
IV	Divisional Engineer	21240-56024040-620-27140-680-29860-75032860-820-36140-900-37040	40500-1000-42500-1100-48000-1200-54000-1350-59400-1500-65400-1650-72000-1800-81000-2000-85000
V	Assistant Secretary	20740-500-21240-560-24040-620-27140-680-29860-750-32860-820-36140  1/3rd of these posts will be placed on Higher Grade on the scale of 22360-37940	39500-1000-42500-1100-48000-1200-54000-1350-59400-1500-65400-1650-72000-1800-81000-2000-83000  1/3rd of these posts will be placed on Higher Grade on the scale of 42500-87000
	Assistant Devaswom Commissioner		
	Assistant Director		
	Assistant Executive Officer		
	Superintendent		
	Vigilance Officer		
	Administrative Officer		
	Assistant Engineer		
	Assistant Engineer/ Head Draftsman		
	Environmental Engineer		
	Architect		
	Divisional Accountant		
	Assistant Law Officer		
	Public Relations Officer		
VI	Financial Assistant	22360-560-24040-620-27140-680-29860-750-32860-820-36140-900-37940	42500-1100-48000-1200-54000-1350-59400-1500-65400-1650-72000-1800-81000-2000-87000
VII	Junior Superintendent/ Special Grade Sub Group Officer	16180-400-16980-440-18740-500-21240-560-24040-620-27140-680-29180	30700-800-33900-900-37500-1000-42500-1100-48000-1200-54000-1350-59400-1500-65400
	Assistant Manager,D.B.Press		
	Fair Copy Superintendent		

SI No	Designation	Existing Scale	Revised Scale
VIII	Selection Grade Typist	14620-360-14980-400-16980-440-18740-500-21240-560-24040-620-25280	27800-700-29900-800-33900-900-37500-1000-42500-1100-48000-1200-54000-1350-59400
	Head Clerk/ Higher Grade SGO		
	Head Accountant (Maramath)		
	Legal Assistant Grade -II re-designated as Assistant Law Officer Grade -II		
IX	Senior Grade Typist	14620-360-14980-400-16980-440-18740-500-21240-560-24040-620-25280	26500-650-27800-700-29900-800-33900-900-37500-1000-42500-1100-48000-1200-54000-1350-56700
X	Sergeant	13900-360-14980-400-16980-440-18740-500-21240-560-24040	26500-650-27800-700-29900-800-33900-900-37500-1000-42500-1100-48000-1200-54000-1350-56700
	Supervisor Devaswom Board Press		
	Electrical Overseer -Grade I		
	UD Draftsman / 1 <sup>st</sup> Grade Overseer		
	Bus Driver - Grade 1		
	Surveyor		
	Computer- cum-planning Assistant (Devaswom Board Press)		
XI	Senior Clerk/S G O Grade - I	13210-330-13540-360-14980-400-16980-440-18740-500-21240-560-22360	25200-650-27800-700-29900-800-33900-900-37500-1000-42500-1100-48000-1200-54000
	U. D. Typist		
	Machine Operator (D.B.Press)		
XII	Bus Driver - Grade II	10480-270-11020-300-12220-330-13540-360-14980-400-16980-440-18300	20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-42500-1100-45800
	Overseer -Grade II		
	Electrical Overseer -Grade II		
	Car Driver-Grade I		
XIII	Kshetra Kalapeedom Teachers	9940-270-11020-300-12220-330-13540-360-14980-400-16580	19000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-42500-1100-43600
	Librarian		
	Tracer		
	Overseer -Grade III		
	Clerk/Sub Group Officer- Grade II		
	L. D. Typist		
	Computer Operator		
	Compositor		
	Binder		
	Assistant Machine Operator		
	Proof Reader		
	Store Officer		
	Xerox Operator		
	Car/Jeep Driver Grade II		
	Store Keeper		
	Devaswom Guards		

SINo	Designation	Existing Scale	Revised Scale
XIV	Smith	9190-250-9940-270-11020-300-12220-330-13540-360-14980-400-15780	18000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-41500
	Plumber-Grade II		
	Electrician- Grade II		
	Record Assistant		
	Draftsman (Architecture) Grade II		
	General Helper		
XV	Engine Driver-cum Grinder Mechanic	8960-230-9190-250-9940-270-11020-300-12220-330-13540-360-14260	17500-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-39500
	Fitter Grade II		
	Lift Operator -Grade II		
	Head Gardener -Grade II		
	Salesman, Library		
	1 Mahout		
XVI	Blue Printer	8730-230-9190-250-9940-270-11020-300-12220-330-13540	17000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500
	Line Man		
	Duffedar		
XVII	Full Time Santhi	8960-230-9190-250-9940-270-11020-300-12220-330-13540-360-14260	18000-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-37500-1000-41500
XVIII	Peon Grade II	8500-230-9190-250-9940-270-11020-300-12220-330-13210	16500-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-35700
	Lascar		
	Sweeper		
	Gardener		
	Bus Cleaner		
	Helper (D. B. Press)		
	Watcher-cum Peon (D B Press)		
	Grinder Operator		
	Skilled Assistant for Sewage works		
	2 <sup>nd</sup> Mahout		
	Cook		
	Temple Employees who attained the scale of pay of Last Grade (ie.Watcher, Kazhakom,Thakil, Nagaswaram, Panchavadyam,Thali, Sanitary Worker etc.who are not in Karanma service)		
XIX	Temple Employees and Mahouts below Last Grade who are not in the Karanma service	7000-200-8000-250-8500	16500-500-20000-550-22200-600-25200-650-27800-700-29900-800-33900-900-35700

#### **Additional Benefits:-**

- 1) 1/3 of the post of Junior Superintendent /Special Grade Sub Group Officer will be Higher scale on ₹ 35700-75600
- 2) 20% of the post of Fair Copy Superintendent will be Higher scale on ₹ 35700-75600
- 3) Existing ratio of 1 : 1 between Clerk and Senior Clerk will continue
- 4) Ratio among Lower Division Typist, Upper Division Typist, Senior Grade Typist and Selection Grade Typist will be 1:1:1:1
- 5) 10% of the Senior Grade Drivers will be on Selection Grade on ₹ 27800-59400. The ratio between Grade II, Grade I and Senior Grade will be 1:1:1
- 6) The Duffedars will get Higher Grade in the ratio of 2:1 on the scale of pay ₹ 17500-39500
- 7) L.D. Clerks & U.D. Clerks will be re-designated as Clerk & Senior Clerk respectively with no change in the scale of pay.
- 8) The Existing posts in Legal wing will be re-designated as Assistant Law Officer Grade –II & Assistant Law Officer (Such officials shall continue to discharge the very same duties of their respective posts. There is no change in Pay, Pay Scale & other benefits to such officials, solely on the basis of such re-designation).



## Annexure – III

### **Rules for fixation of pay in the revised scale.**

1. The revised scales of pay shall come into force w.e.f. 01-07-2014.
2. All the employees who were in service as on 01/07/2014 shall come over to the revised scale of pay w.e.f 01/07/2014. There will be no option.
3. All appointments and promotions made on or after 01/07/2014 shall be deemed to have been made in the revised scale of pay and pay will be regulated accordingly.

#### **Existing emoluments**

4. Existing scale of pay for the purpose of these rules is the scale of pay immediately prior to 01-07-2014.
5. Existing emoluments for the purpose of these rules shall be the total of the,
  - a) Basic pay in the existing scales as on 01/07/2014 including the increments, if any, accruing on 01/07/2014. Stagnation increment shall also be reckoned.
  - b) Personal Pay, if any, not specifically ordered to be absorbed in future increase of pay.
  - c) Special Pay drawn in lieu of higher time scale of pay, provided there is no Special Pay attached to revised scale.
  - d) Dearness Allowance admissible at the rate of 80% on such pay vide (a), (b) and (c) above.

*Note : - Special Pay, in addition to the pay drawn in the existing scale shall not be reckoned for fixation of pay in the revised scale.*

#### **Fitment Benefit and Service Weightage**

6. To the existing emoluments computed above, shall be added an amount equal to 12% of basic pay in rule 5(a) subject to a minimum of Rs. 2000/- towards fitment benefit and another amount equivalent to ½% of basic pay, specified in Rule (5)(a) above, for each completed year of service subject to a maximum of thirty completed years, towards service weightage, provided the amount of fitment benefit and service weightage taken together shall not exceed Rs-12000/-

*Note :- Service for the purpose of this Rule means service including broken periods of service qualifying for normal increments in the scale of pay. Time spent on leave not counting for normal increment will not be reckoned. Service during the period of bar on increment, without cumulative effect will be reckoned.*

7. The amount so arrived at under Rule (6) above shall be stepped up to the next stage in the revised scale of pay.
8. If the amount arrived at under Rule (6) above is more than the maximum of the revised scale, the pay shall be fixed at the maximum of the revised scale and the difference shall be treated as Personal Pay and it will not be absorbed in future increase in pay on account of granting increments. This Personal Pay will count for all purposes viz; fixation of pay, calculation of leave salary, drawal of allowance including Dearness Allowance and Pension.

#### **Stepping up of Pay of Seniors**

9. In cases, where a senior employee is promoted to a higher post before 01-07-2014, (other than Time Bound Higher Grade) draws less pay in the revised scale than his junior promoted to the same higher post after 01.07.2014, the pay of the senior employee shall be stepped up to the level of the pay of the junior with effect from the date on which the junior draws more pay, provided that

- i) The senior and the junior employees should belong to the same category and should have been promoted to the same category of post.
- ii) The pre-revised and the revised scale of pay of the lower and the higher posts should be identical.
- iii) The senior employee at the time of promotion has been drawing equal or more pay than the junior.
- iv) The anomaly should have arisen directly as a result of the introduction of the revised scale of pay and fixation rules.
- v) The anomaly should not have arisen due to any advance increment granted to the junior in the lower post or due to increased service weightage gained by the junior.

*Note: - (i) If the junior employee was drawing more pay than the senior employee in the lower post in the pre-revised scale senior to such junior shall have no claim over the pay of the junior*  
*(ii) In case where pay of an employee is stepped up in terms of Rule 9 above, the next increment shall be granted after completing the required service of one year in the new scale from the date of stepping up of pay.*

### **Increment**

10. The date of increments of the employee shall not undergo any change consequent on switch over to the revised scale of pay, that is increments will be granted on due days as if one had continued in pre revised scale without waiting for one year from the date of pay revision. In the case of an employee whose increment falls on 1<sup>st</sup> July 2014, the next increment will be due on completion of one year.
11. An employee whose increment is withheld for want of declaration of probation on 1.7.2014 will be allowed the benefit of fixation of pay on the basis of the pay actually drawn as on 01/07/2014 and he will continue on that pay till the date of effect of the declaration of probation. However, the period during which the increment is withheld will not be reckoned for computation of service weightage. The pay so fixed will be revised on declaration of probation notionally counting the increment accrued but withheld; the period during which increment was withheld will also be counted for service weightage now. Monetary benefits of revised fixation will be admissible only from the effective date of declaration of probation and he will draw the next increment on the normal date.
12. In the case of an employee who is on leave, or on deputation or under suspension on 01/07/2014, pay will be fixed as on the date of rejoining on duty on the basis of pay last drawn prior to 01/07/2014.
13. In case of employees whose increment in the pre revised scale is barred as punishment with cumulative effect, their pay in the revised scale will be fixed as on 01/07/2014 (if increment bar is in force on that date) on the basis of pay they were drawing immediately before the increment bar. They will be entitled to the pay at the same rate till the expiry of the period of the increment bar. The next increment in the revised scale will be sanctioned after the expiry of the period of increment bar, subject to Rule 10 of pay fixation rules.
14. In the case of employees whose increment in pre revised scale is barred as punishment without cumulative effect, their pay in the revised scale will be fixed as on 01/07/2014. (if increment bar is in force on that date) in the revised scale on the basis of the pay notionally arrived at by counting increment, in the pre revised scale, for every completed year of service which would have been counted for normal increment, but for the punishment. But the remaining period of increment bar will not be counted for accruing the next increment in the revised scale, subject to rule (10) of the pay fixation rules.

15. In the case of employees whose pay in the pre-revised scale is reduced to a lower stage as penalty temporarily, their pay in the revised scale will be fixed as on 01/07/2014. (if increment bar is in force on that date) on the basis of the pay after reduction in the pre-revised scale. The next increment that will accrue in the revised scale in terms of Rule 10 of the above rules will be sanctioned only after the expiry of the remaining period of penalty.
16. In the case of employees whose pay in the pre-revised scale is reduced permanently to lower stage as penalty with the effect of postponing of future increments, their pay in the revised scale will be fixed on 01/07/2014 on the basis of reduced pay in the pre-revised scale. They will have to remain in that pay till the expiry of the period of reduction. The next increment that will accrue in the revised scale will be sanctioned only after expiry of the remaining period of penalty.
17. In the case of employees who are continuing on Leave Without Allowance on 01/07/2014, their pay will be fixed in the revised scale as on the date of return from leave on the basis of pay last drawn before entering on leave.
18. Provisional employees recruited through Employment Exchange who were in service on 30-06-2014 and continued thereafter shall be eligible only for the minimum of the revised scale of pay w.e.f. 01-07-2014. The arrears in this regard will be drawn and disbursed in 4 equal installments on 01-04-2017, 01-10-2017, 01-04-2018 and on 01-10-2018.
19. Head of Department and offices shall fix the pay of all employees under them in revised scales of pay within two months from date of this Order.

### Annexure – IV

#### Scheme for Time Bound Higher Grade Promotion

1. Employees who remain in their entry posts in the scales of pay ranging from Rs.16500-35700/- to Rs. 19000- 43600/- will be granted four higher grades on completion of the following specified periods of service in their posts, subject to para 6 below :-
  - i) The first Time Bound Higher Grade on completion of eight years of service in the entry post,
  - ii) The second Time Bound Higher Grade on completion of 15 years of service in the entry post and the first regular promotion post/time bound higher grade taken together,
  - iii) The third Time Bound Higher Grade on completion of 22 years of total service in the entry post and the regular promotion post (s)/time bound higher grade (s) taken together .
  - iv) A fourth Time Bound Higher Grade on completion of 27 years of total service in the entry post and the regular promotion post (s)/time bound higher grade (s) taken together.
2. Employee who remain in their entry post on scales of pay ranging from Rs. 16500 - 35700 to Rs. 26500 - 56700 will be granted Time Bound Higher Grades on completion of the period of qualifying service in their posts as follows with the scales of pay shown in TABLE – I

**Table - I**

Revised pay scales in the entry post	1 <sup>st</sup> Time Bound Higher Grade in the entry post	2 <sup>nd</sup> Time Bound Higher Grade	3 <sup>rd</sup> Time Bound Higher Grade	4 <sup>th</sup> Time Bound Higher Grade
16500-35700	17000-37500	17500-39500	19000-43600	20000-45800
17000-37500	17500-39500	18000-41500	19000-43600	20000-45800
17500-39500	18000-41500	19000-43600	20000-45800	22200-48000
18000-41500	19000-43600	22200-48000	26500-56700	27800-59400
19000-43600	22200-48000	26500-56700	27800-59400	30700-65400
20000-45800	22200-48000	26500-56700	27800-59400	Nil
22200-48000	25200-54000	26500-56700	30700-65400	Nil
25200-54000	26500-56700	30700-65400	32300-68700	Nil
26500-56700	27800-59400	30700-65400	32300-68700	Nil

3. Those on entry posts with pay scales ranging from Rs. 27800-59400 to Rs. 40500-85000 will be granted two Time Bound Higher Grades, the first on completion of 8 years of service in the entry post and the second on completion of 15 years of total service in the entry post and first promotion post/ higher grade together of pay shown in TABLE – II below :

**Table - II**

Revised pay scale in the entry post	1 <sup>st</sup> Time Bound Higher Grade for 8 years of service in the entry post	2 <sup>nd</sup> Time Bound Higher Grade for 15 years of service
27800-59400	30700-65400	35700-75600
29200-62400	32300-68700	36600-79200
30700-65400	35700-75600	39500-83000
32300-68700	35700-75600	39500-83000
35700-75600	39500-83000	42500-87000
36600-79200	39500-83000	42500-87000
39500-83000	42500-87000	45800-89000
40500-85000	42500-87000	45800-89000

4. For direct recruits against posts carrying the scales of Rs. 42500-87000 to Rs.55350-101400, one higher grade promotion in the scale as shown below will be given on completion of 8 years of service, as shown in TABLE – III below :

**Table - III**

<b>Revised scale of pay in the entry post</b>	<b>Time bound higher grade for 8 years of service in the entry post.</b>
42500-87000	45800-89000
45800-89000	55350-101400
55350-101400	68700-110400

5. For incumbents of posts on scales of pay above Rs. 55350-101400, no Time Bound Higher Grade will be allowed.
6. If there is a regular promotion post(including ratio promotion post) in respect of the categories of posts (entry)coming under pay range from Rs. 16500-35700 to Rs. 32300-68700 and its scale of pay is higher than the Time Bound Higher Grade proposed above, then the qualified incumbent will be given the scale of pay of the regular promotion post in the direct line of promotion as Time Bound Higher Grade scale. (While assigning higher grade, only qualified hands eligible for regular promotion will get the scales of pay of regular promotion posts). In cases where there exist no such immediate regular promotion post in a department, the scale of pay of immediate regular promotion post as shown in the schedule will be admissible as grade scale. Unqualified hands will be allowed next higher scale of pay above that of this scale of pay of the post held at that time in the standard scales of pay in Annexure-I
7. If the scale of pay of the regular promotion post is lower than the Time Bound Higher Grade proposed in the Table, the scale of pay of Time Bound Higher Grade specified above will be given on completion of prescribed years of qualifying service by reckoning the total service in both the lower post and promotion post taken together. In such cases, the fixation under Rule 30 Part I - K.S.R. will be admissible and the next increment will be allowed on the normal increment date in the earlier promoted post.
8. In all cases of regular promotions from Time Bound Grades to posts (equivalent to that of the grade post) carrying the same or higher time scale of pay, the pay in the promoted scale will be fixed in terms of Rule 30, Part I KSR, next increment in the same or higher scale will fall due on the date increment in the Time Bound Higher Grade post .This is applicable only to an Officer promoted from Time Bound Higher Grade to the equivalent regular promotion post on the same or higher scale of pay which is in the regular line of promotion of the post held by him. In case of an Officer promoted or appointed "by transfer" to a post which is not equivalent to the Time Bound Higher Grade enjoyed by him and carries lower, same or higher scale of pay, fixation will be made under the appropriate rule of fixation of the pay in KSR.
9. In respect of categories of post coming under the pay scale ranging from Rs. 35700-75600 to Rs. 40500-85000, the Time Bound Higher Grade will be as specified in Table II. Scales of pay of regular promotion post will not be given in these cases. This is applicable in the case of employee enjoying the scale of pay Rs. 35700-75600 and above whether by regular promotion or by Time Bound Higher Grade.

10. In the case of an employee enjoying Time Bound Grade promotion in the pre-revised grade scale, his revision shall be done only in the eligible Time Bound Higher Grade scale. Corresponding revised scale of pre revised grade scale (as per Annexure-I) will not be allowed in such case.
11. In the case of Time Bound Higher Grade promotion, the pay in the higher time scale will be fixed in terms of Rule 28 A Part I KSR ie. one notional increment will be given and thereafter the pay in the higher grade scale will be fixed at the next stage above the pay in the lower time scale, arrived after adding notional increment, as on the date of the higher grade promotion. However, he will draw his next increment in the grade scale on the date he would have drawn his normal increment in the lower scale But, in the case of an Officer who got the benefit of more than two increments on account of fixation of pay on sanction of higher grade, he will draw his next increment on completion of one year service in the grade scale. The existing option facility for Time Bound Higher Grade promotion is withdrawn w.e.f 01/02/2016. The fixation on Time Bound Higher Grade promotion shall be done on due date itself. The revised fixation rule will be made applicable for Time Bound Higher Grade promotion due on or after 01/02/2016.
12. In case the 15/22/27 year higher grades as per the Table above are equal to or lower than the first/second/third promotion post as the case may be, that grade (s) will be modified and fixed at the next higher scale (s) above that of the promotion post (s) in the list of standard scales of pay. Annexure-I.
13. The service rendered in the entry post and reckoned for normal increments may be treated as the qualifying service for granting higher grades in that post.
14. The term 'entry post' shall be defined as the post to which an employee is initially appointed in Board service by direct recruitment by the competent authority. Appointment made "by transfer" from other category will also be treated as equivalent to direct recruitment for allowing the benefit of Time Bound Higher Grade. Those who get regular promotion or appointment to higher posts within the period specified for each time bound higher grade may not be granted further Time Bound Higher Grade during that period.
15. Those who relinquish regular promotions, whether permanently or for specified period will not be given the benefit of time bound higher grade promotions. Similarly, an employee who got the benefit of Time Bound Higher Grade promotion will on no account be permitted to relinquish regular promotion to that grade either permanently or for specified periods.
16. The employees in the scales of pay of Rs. 17000-37500 and Rs. 17500-39500 will be eligible for reckoning their last grade service also for allowing 22 years third Time Bound Higher Grade. This benefit will not be allowed to the first/second/fourth Time Bound Higher Grade. The employees in the posts having the revised scale of Rs. 18000-41500 and above are also not eligible for this benefit.
17. Military Service which will count for civil pension of Ex-serviceman will be reckoned as qualifying service for allowing the first higher grade. Ex-servicemen enjoying protection of pay will not be allowed this benefit. In that case the service under the Board alone will be reckoned as qualifying service. Period of leave on loss of pay which will not be taken into account for granting increments will not be reckoned as qualifying service for granting higher grade.
18. All other existing general terms and conditions governing the grant of Time Bound Higher Grade promotions may continue subject to the modifications issued by the Board from time to time.

## Annexure – V

Illustration of pay fixation

- (1) An employee with less than one year of service and drawing basic pay of Rs-8500 in the existing scale of pay (Date of entry in service :01/08/2013)

1	Existing Scale Of Pay		8500-13210
2	Basic Pay As On 01.07.2014		8500
3	DA at 80%		6800
4	Total (2+3)		15300
5	Fitment Benefit at 12%(Minimum Rs-2000)	2000	
6	Service Weightage at ½%per completed year Maximum 15%)	0	
7	Total of 5+6(Maximum-12000/-)		2000
8	Total of 4+7		17300
9	Revised Scale of pay		16500-35700
10	Pay fixed at next stage in the revised scale of pay		17500
11	Next increment on 01/08/2014		18000

- (2) An employee having 8 years of service and drawing basic pay of Rs-19740 in the existing scale of pay (Date of last increment :01/06/2014)

1	Existing Scale Of Pay		16980-31360
2	Basic Pay As On 01.07.2014		19740
3	DA at 80%		15792
4	Total (2+3)		35532
5	Fitment Benefit at 12%(Minimum Rs-2000)	2369	
6	Service Weightage at ½%per completed year Maximum 15%)	790	
7	Total of 5+6(Maximum-12000/-)		3159
8	Total of 4+7		38691
9	Revised Scale of pay		32300-68700
10	Pay fixed at next stage in the revised scale of pay		39500
11	Next increment on 01/06/2015		40500

- (3) An employee having 18 years of service and drawing basic pay of Rs-24040 in the existing scale of pay (Date of last increment :01/04/2014)

1	Existing Scale Of Pay		16980-31360
2	Basic Pay As On 01.07.2014		24040
3	DA at 80%		19232
4	Total (2+3)		43272
5	Fitment Benefit at 12%(Minimum Rs-2000)	2885	
6	Service Weightage at ½%per completed year Maximum 15%)	2164	
7	Total of 5+6(Maximum-12000/-)		5049
8	Total of 4+7		48321
9	Revised Scale of pay		32300-68700
10	Pay fixed at next stage in the revised scale of pay		49200
11	Next increment on 01/04/2015		50400

- (4) An employee having 16 years of service and drawing basic pay of Rs-25280 in the existing scale of pay (Date of last increment :01/07/2013)

1	Existing Scale Of Pay		21240-37040
2	Basic Pay As On 01.07.2014		25900
3	DA at 80%		20720
4	Total (2+3)		46620
5	Fitment Benefit at 12%(Minimum Rs-2000)	3108	
6	Service Weightage at ½%per completed year Maximum 15%)	2072	
7	Total of 5+6(Maximum-12000/-)		5180
8	Total of 4+7		51800
9	Revised Scale of pay		40500-85000
10	Pay fixed at next stage in the revised scale of pay		52800
11	Next increment on 01/07/2015		54000

- (5) An employee having 28 years of service and drawing basic pay of Rs-18300 in the existing scale of pay (Date of last increment :01/09/2013)

1	Existing Scale Of Pay		11620-20240
2	Basic Pay As On 01.07.2014		18300
3	DA at 80%		14640
4	Total (2+3)		32940
5	Fitment Benefit at 12%(Minimum Rs-2000)	2196	
6	Service Weightage at ½%per completed year Maximum 15%)	2562	
7	Total of 5+6(Maximum-12000/-)		4758
8	Total of 4+7		37698
9	Revised Scale of pay		22200-48000
10	Pay fixed at next stage in the revised scale of pay		38500
11	Next increment on 01/09/2014		39500

- (6) An employee having 30 years of service and drawing basic pay of Rs-47640 in the existing scale of pay (Date of last increment :01/11/2013)

1	Existing Scale Of Pay		44640-58640
2	Basic Pay As On 01.07.2014		47640
3	DA at 80%		38112
4	Total (2+3)		85752
5	Fitment Benefit at 12%(Minimum Rs-2000)	5717	
6	Service Weightage at ½%per completed year Maximum 15%)	7146	
7	Total of 5+6(Maximum-12000/-)	12863	12000
8	Total of 4+7		97752
9	Revised Scale of pay		85000- 117600
10	Pay fixed at next stage in the revised scale of pay		99200
11	Next increment on 01/11/2014		101400



- (7) An employee having 33 years of service and drawing basic pay of Rs.33680+4 stagnation increment @820/- in the existing scale of pay (Date of last increment :01/12/2013)

1	Existing Scale Of Pay		18740-33680
2	Basic Pay As On 01.07.2014		33680+3280
3	DA at 80%		29568
4	Total (2+3)		66528
5	Fitment Benefit at 12%(Minimum Rs-2000)	4435	
6	Service Weightage at ½ % per completed year Maximum 15%)	5544	
7	Total of 5+6(Maximum-12000/-)		9979
8	Total of 4+7		76507
9	Revised Scale of pay		35700-75600
10	Pay fixed at next stage in the revised scale of pay		75600+907PP
11	Next increment on 01/12/2014 (stagnation)		75600+1800 (1 <sup>st</sup> stagnation increment) + 907 PP

- (8) An employee having 32 year of service and drawing basic pay of Rs. 59840 in the existing scale of pay (Date of last increment :01/12/2013)

1	Existing Scale Of Pay		48640-59840
2	Basic Pay As On 01.07.2014		59840
3	DA at 80%		47872
4	Total (2+3)		107712
5	Fitment Benefit at 12%(Minimum Rs-2000)	7181	
6	Service Weightage at ½%per completed year Maximum 15%)	8976	
7	Total of 5+6(Maximum-12000/-)	16157	12000
8	Total of 4+7		119712
9	Revised Scale of pay		93000- 120000
10	Pay fixed at next stage in the revised scale of pay		120000
11	Next increment on 01/12/2014		No further increment

## Annexure – VI

**STATEMENT OF FIXATION OF PAY IN THE REVISED SCALE**

[G.O(P)No:7/2016/Fin dated 20/01/2016]

1	Permanent Employee Number (PEN)	
2	Name (in block letters)	
3	Designation	
4	Post held as on 01-07-2014	
5	Date of Commencement of full time regular Service	
6	Completed year of full time regular service as on 01-07-2014(Ref: Note below Rule 6in Annexure II)*	
6(a)	Date of increment in the pre-revised scale	
7	Existing Scale of Pay (in full)as on 01-07-2014	
8	Revised Scale of Pay (in full)as on 01-07-2014	
9(a)	Basic pay in the existing Scale of Pay including Increment/Stagnation increment on the date of change over to the revised scale (Rule 5 (a)of Annexure II)	
(b)	Personal pay ,if any, not specifically order to be absorbed in future increase of pay	
(c)	Special pay drawn in lieu of higher time scale of Pay, provided there is no special pay attached to the revised scale <i>Note: Any other Special pay drawn, in addition to pay drawn in the existing scale shall not be reckoned for fixation in the revised scale.</i>	
(d)	D.A admissible at the rate of 80% on pay as above	
10(i)	Fitment Benefit at 12% (@12% of basic pay at 9(a) Subject to a Minimum of Rs-2000)	
(ii)	Service Weightage (@ ½ % of basic pay at 9(a) for every completed year of service subject to a maximum of 15%)	
11	Total of 10 (i) + (ii) (Maximum limit Rs-12000)	
12	<b>Total [(9) + (11)]</b>	
13	Next stage (The amount computed against item 12 may be stepped up to the next stage in the Revised scale)	
14	Pay fixed in the revised scale **	
15	(i) Date of increment (Next increment will accrue on the date of increment in the pre revised scale) (ii) Pay on Accrual of Increment	
16	Remarks	

Station:

Date:

Signature:

Drawing Officer:

Name:

Designation:

Signature:

Countersigning Officer:

Name:

Designation:

**\*Note: (Vide item 6)**

Service for the purpose of this rule means full time regular service including broken periods of service qualifying for normal increment in the scale of pay. The time spent on leave not counting for normal increments shall not be reckoned. Service during the period of bar on increment, without cumulative effect will be reckoned.

**\*\*Note: (Vide item 6)**

If the amount arrived at is more than the maximum of the revised scale the pay shall be fixed at the maximum of the revised scale and the difference shall be treated as personal pay will not be absorbed in future increase on pay on account of granting increment. This personal pay will be count for all purpose viz. fixation of pay calculation of leave salary, drawl of allowance, and pension .if the amount is computed is less than the minimum, of the revised scale pay shall be fixed at the minimum of revised scale.

**Method of Fixation of Pay for Part- Time Contingent Employees**

1. All the existing Part-Time Contingent employees will come over to the revised scales of pay on 01-07-2014.
2. The basic pay in the revised scale of pay will be fixed by adding the following items :
  - (i) Existing Basic Pay as on 01-07-2014, including increments due on 01-07-2014.
  - (ii) 80 % of Dearness Allowance on (i) above.
  - (iii) Fitment Benefit of 12 % of the existing basic pay as on 01-07-2014, and a Service Weightage @ ½ % for each completed year of service as on 01-07-2014, subject to a maximum of 15 %. A minimum benefit of Rs. 1250/- will be ensured.

The amount so arrived at shall be fixed at the immediate higher stage in the corresponding revised scale of pay.

## Annexure – VII A

**Illustrations of Pay Fixation – Part Time Contingent Employees**

1. Category I – Part Time Contingent employees having 28 years of service and drawing basic pay of Rs. 7500/- in the existing scale of pay (Date of last increment : 01-07-2013)

1	Existing Scale of Pay		5520-8400
2	Basic Pay as on 01-07-2014		7680
3	DA at 80 %		6144
4	Total (2 + 3)		13824
5	Fitment Benefit at 12 %	922	
6	Service Weightage at ½ % per completed year of service (maximum 15 %)	1075	
7	Fitment Benefit + Service Weightage (5+6) (minimum Rs. 1250)	1997	1997
8	Total (4 + 7)		15821
9	Revised scale of pay		10620-16460
10	Pay fixed at next stage in the revised scale of pay		16120
11	Next increment on 01-07-2015		16460

2. A Category II – Part Time Contingent employee having 2 years of service and drawing basic pay of Rs. 5070/- in the existing scale of pay (Date of last increment : 01-07-2013)

1	Existing Scale of Pay		4850-7500
2	Basic Pay as on 01-07-2014		5070
3	DA at 80 %		4056
4	Total (2 + 3)		9126
5	Fitment Benefit at 12 %	608	
6	Service Weightage at ½ % per completed year of service (maximum 15 %)	51	
7	Fitment Benefit + Service Weightage (5+6) (minimum Rs. 1250)	659	1250
8	Total (4 + 7)		10376
9	Revised scale of pay		9340-14800
10	Pay fixed at next stage in the revised scale of pay		10440
11	Next increment on 01-12-2014		10660

3. Category III – Part Time Contingent employee having 8 years of service and drawing basic pay of Rs. 4750/- in the existing scale of pay (Date of last increment : 01-07-2013)

1	Existing Scale of Pay		4250-6700
2	Basic Pay as on 01-07-2014		4850
3	DA at 80 %		3830
4	Total (2 + 3)		8730
5	Fitment Benefit at 12 %	582	
6	Service Weightage at ½ % per completed year of service (maximum 15 %)	194	
7	Fitment Benefit + Service Weightage (5+6) (minimum Rs. 1250)	776	1250
8	Total (4 + 7)		9980
9	Revised scale of pay		8800-13600
10	Pay fixed at next stage in the revised scale of pay		10000
11	Next increment on 01-07-2015		10220

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