

Item No.28 : Ex-post facto approval for regularization of the period before 18.09.2008 about implementation of Non-Functional Scale for Section Officer and other eligible cadres.

This agenda item is being placed for ex-post facto approval of the competent authority i.e. Central Board (Employees' Provident Fund) for regularisation of the period before 18.09.2008 about implementation of Non-Functional Scale (NFS) to the Section Officers (SOs) and other eligible cadres of EPFO (Headquarters) which were already granted/extended with retrospective effect on the analogy of Central Secretariat Services (CSS) vide an administrative office order bearing No. HRD/1(1)2000/RR/SO/Pt.-I/49895 dated 4th October, 2007 and HRD/1(1)2001/RR/SO/Pt.-I/105679 dated 5th May, 2008 **[Annexure-28A]** respectively with the approval of Central Provident Fund Commissioner on the basis of DoP&T order No. 21/36/03-CS-I dated 13.11.2003 read with OM dated 25.01.2006 **[Annexure-28B]**.

2. Since, consequent upon adoption of Central Secretariat Service pattern in Head Office of the EPFO, the NFS was made admissible to the Section Officers of the Head Office on completion of four years of regular service in Pay Band-3 with Grade Pay 5400/- *[pre-revised]*. The above said Non-Functional Scale (NFS) to Section Officers of EPFO, Head Office has been granted in term of Section 5D (7)(a) of the EPF & MP Act, 1952 by implementing the DoP&T instructions, circulars / OMs and in compliance of various judicial orders etc. by the Authority.

3. Further, the Competent Authority i.e. Central Board (EPF) in its special meeting held on 18.09.2008 **[Annexure-28C]**, an agenda item on the subject i.e. Revision of Pay Scales of Officer and Employees of the EPFO with reference to the revised pay structure made applicable to the corresponding categories of employees of the Central government – Adoption under Section 5 D (7) of the Employees Provident Funds & MP Act 1952 was placed wherein the Central Board carry the pay scale of Section Officer of Head Office of EPFO including Non-Functional Pay Scale at par with pay scale and pay scale of NFS being paid to the Section Officers of CSS on the basis of resolution No.1(1)2008-IC dated 29.08.2008 of the Ministry of Finance published in the Gazette of India [Extraordinary] in Part-I, Section-I accepting and implementing the recommendations of Sixth CPC vide point No. (x) (b) (Department of Expenditure), as per following crux of the approval of the same by the CBT (EPF) in its special meeting held on 18.09.2008:–

“After 4 years of regular service in the Section Officer / Private Secretary equivalent grade of Rs.4800 grade pay in PB-2, officers of Central Secretariat Service. Central Secretariat Stenographer Service and other similarly placed HQ service will also be granted the non-functional grade of Rs.5400 in PB-3 and not in PB-2”.

Furthermore, the following are also mentioned in the said agenda below para 6 (b) –

“The Board in its decision dated 04.09.2003 has equated the Section Officers and Assistants in the Headquarters office with the Central Secretariat service and in its decision dated 14.07.1997 equated the Stenographers, Personal Assistants, Private Secretaries with Central Secretariat Stenographic Service. This decision has already been implemented and presently the Section Officers and Assistants of Headquarters and Stenographers, Personal Assistants and Private Secretaries are enjoying the pattern of scales as applicable to the Central Secretariat service and Central Secretariat Stenographic Service respectively.

7. The Government while notifying the CCS (RP) Rules 2008 under part (i), (ii) ordered that the present scale of Section Officer and Private Secretary and equivalent posts which are presently in the scale of Rs.6500-10500 need to be substituted with the revised pay scale of Rs.7500-12000 in PB_2 with a grade pay of Rs.4800 and also be allowed the grade of Rs.8000-13500 in PB-3 with grade pay of Rs.5400 on completion of 4 years.” **After detailed deliberation the said agenda item was approved by the Board.”**

Brief of the issue i.e. parity with Central Secretariat Service and grant of Non-Functional Scale (NFS)

- (i) The EPFO in its 29th Executive Committee Meeting (CBT, EPF) held on 04.12.1998 [**Annexure-28D**] was placed an Agenda for ‘Rationalisation of Cadre Structure of Ministerial Staff Cadre of Head Office of EPFO at par with the Central Government Ministries / Departments to provide proper career avenues to the direct recruit and meritorious employees of the Head Office’ and admitted that the activities of the Head Office of EPFO are Policy Formulation, Monitoring the Administrative working of Zones / Regions, Investment of funds, Human Resource Development Policy, Legal, Macro level Computerization/Policy, Personal Administration, Finance & Budget, Training, Management Information System (MIS), Industrial Relations, Vigilance, Publicity, Public Grievances and Construction and Maintenance of EPF Buildings.
- (ii) In Para 6 of the aforesaid agenda, EPFO itself stated that “the Head Office of EPFO is performing the tasks similar to the Central Secretariat employees posted in Ministries / Departments of Government of India”.
- (iii) In Para 8 of the aforesaid agenda, it was stated that “there is virtually no difference in the duties and responsibilities between the staff of Head Office of EPFO and the Ministries / Departments of Central Government.
- (iv) The Executive Committee of Central Board of Trustees in its 38th Meeting held on 04.12.2001 [**Annexure-28E**] had approved the agenda for ‘Restructuring of Ministerial Cadres in Headquarters as recommended by the Sub-Committee which was discussed in EC, CBT, EPF in its 33rd Meeting held on 14.03.2000. The Executive Committee approved the grant of Rationalized pay scales applicable to the Ministerial Staff under the Government of India to the staff of Headquarters of EPFO and also recommended the modified Recruitment Rules.
- (v) In this regard a proposal was referred to Government of India for approval of Implementation of rationalized pay scales of Ministerial Staff but the Government did not approve the same.
- (vi) Aggrieved with the aforesaid, the CPF Employees Union filed an OA No. 1398 and MA No. 1107/02 in the name of Shri J.C. Thukral (as General Secretary of the Union) V/s. UOI & Ors. before the Hon’ble CAT, Principal Bench, New Delhi for non-implementation of the decision of the EC.
- (vii) Hon’ble CAT, Principal Bench, New Delhi vide its order dated 21.04.2003 in OA No. 1398 and MA No. 1107/02 has directed the Chairman, EC, CBT (EPF) to pass appropriate orders considering the manner in which the decision of the EC is implemented.
- (viii) In obedience to the direction of the Tribunal, the CBT in its 163rd meeting i.e. Special meeting held on 19.08.2003 [**Annexure-28F**] was approved the following: -
 - (a) Implement the decision of the 38th Executive Committee, CBT (EPF) held on 04.12.2001 in the matter.

- (b) Implementation from date of issue of notification of Revised Recruitment Rules (to be notified)
- (ix) In pursuance to the decision taken by the Central Board, EPF in its 163rd meeting held on 19.08.2003 an office order No. HRD/1(1)2001/Ministerial Staff/43290 dated 9th Sept., 2003 **[Annexure-28G]** was passed to implement the proposal for amendment of Recruitment Rules and for rationalization/upgradation of pay scales of the Superintendent and Assistant in the Headquarters office w.e.f. 04.12.2001 as was approved by the EC, CBT (EPF) in its 38th meeting.
 - (x) An office order was accordingly passed by Administrative Service Division (ASD) that the post of Superintendent in Headquarter has been re-designated as Section Officer and new pay scales of Assistant and Section Officers were upgraded vide office order dated 10.09.2003 **[Annexure-28H]**.
 - (xi) Accordingly, the recruitment rules of the aforesaid cadres in Head Office was changed and notified at par with analogous cadres of CSS and the posts of Superintendent was re-designated as Section Officer as per the newly notified recruitment rules dated 27.09.2003 **[Annexure-28I]** of Section Officer and Assistant cadres of Head Office of EPFO.
 - (xii) The DoP&T vide its order No. 21/36/03-CS-I dated 13.11.2003 *read with OM dated 25.01.2006* [see Annexure-II] has granted Non-Functional Scale (NFS) of Rs.8000-275-13500 to Section Officer of CSS w.e.f. 01.01.1996 notionally and actually w.e.f. 03.10.2003 and the same was incorporated in the Central Secretariat Service Rules in 2009 notified in the Gazette of India on 27.02.2009 **[Annexure-28J]**. In this context, evidently it is clear that the NFS to Section Officers of CSS was initially granted only by an administrative order No.21736/03-CS-I dated 13th November 2003 and amendment to this effect was carried out in the recruitment rules of Section Officer cadre of CSS on 27.02.2009 by notifying in the Gazette of India dated 27.02.2009 after a gap of five years and three months.
 - (xiii) Further, Cadre restructuring of Group 'B' and 'C' cadres of EPFO, Headquarters were approved by CBT, EPF in its 184th meeting held on 11.11.2008 **[Annexure-28K]** at par with Central Secretariat Services in accordance with the ratio prevailing in CSS i.e., the ratio between Section Officer, Assistant, UDC and LDC in the Central Secretariat is 1:1.7:0.18:0.27. Accordingly, recruitment rules to the post of Section Officer and Assistant cadres of EPFO, Head office were amended at par with CSS and notified vide Gazette Notification No. HRD/1(1)2001/CSS/RR/Pt.II dated 16th December, 2008.

4. In terms of Section 5D(7)(a) of the EPF & MP Act, 1952, Central Board (EPF) has already approved the grant of Non-Functional Scale (NFS) to Section Officer and other eligible cadres in its special meeting held on 18.09.2008. The present proposal is for ex-post facto approval for regularisation of the period before 18.09.2008 about implementation of Non-Functional Scale for Section Officer and other eligible cadres granted by the competent authority i.e. CBT (EPF) in the light of the approval of Central Provident Fund Commissioner in consultation with Internal Finance Wing. An extract of the same is reproduced below which also annexed hereto **[Annexure-28L]**: -

“On perusal of file, it has been observed by internal Finance Division that the NFS have already been implemented & benefit availed by SO cadre of HO. And issue of NFS’s implementation in Cadre of SO’s, Assistant & other eligible cadres have not been specifically approved by EC, CBT & CBT till it was placed in special CBT held on 18.09.2008 & neither it was made part of RR’s till submission of current proposal for same. In view of this, the subject division is advised

to explore the possibility of seeking the ex-post facto approval of EC/CBT on implementation of NFS for said cadres for previous period to regularize the same..."

Proposal: The Central Board may kindly consider and approve the ex-post facto approval for regularization of the period before 18.09.2008 about implementation of Non-Functional Scale for Section Officer and other eligible cadres.



Employees' Provident Fund Organisation

कर्मचारी भविष्य निधि संगठन

(Ministry of Labour, Govt. of India)

(श्रम मंत्रालय, भारत सरकार)

Head Quarters, Bhavishya Nidhi Bhawan .

मुख्यालय, भविष्य निधि भवन

14-Bhikaiji Cama Place, New Delhi-110066

14-भीकानी कामा प्लेस, नई दिल्ली-110066.

No.HRD/1(1)2000/R.R./SO/Pt.I/ 49895

Dated :04.10.2007

4 OCT 2007

OFFICE ORDER

Sub: Implementation of Non-Functional Pay Scale of Rs.8000-275-13500/- to Section Officers in E.P.F.O. (Headquarters).

The Central Provident Fund Commissioner has been pleased to approve the implementation of Non-Functional Pay Scale of Rs.8000-275-13500/- to Section Officers, as applicable in the Central Secretariat Service, in Employees' Provident Fund Organisation (Headquarters). The grant of NFS is subject to the following terms and conditions:-

- i) The Non-Functional Scale of Rs.8000-275-13500/- is admissible to the Section Officers of E.P.F.O. (Headquarters) on completion of 4 years of regular service as Section Officer subject to Vigilance clearance.
- ii) Section Officers in E.P.F.O. (Headquarters) who are granted the Non-Functional Scale of Rs.8000-275-13500/- will continue to remain in Group 'B' (Gazetted).
- iii) Section Officers who are placed in the above Non-Functional Scale will be entitled to the benefit of pay fixation under FR22(1)(a)(2).
- iv) The Non-Functional Scale of Section Officers will be implemented from the date of issue of this order.

(TRILOK CHAND)

Addl. Central Provident Fund Commissioner (HR)

To

The Regional Provident Fund Commissioner (ASD) for information and necessary action.

ANNEXURE - 12

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कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organisation

भ्रम मंत्रालय, भारत सरकार ;

Ministry of Labour, Govt. of India

मुख्यालय, भविष्य निधि भवन ;

Head Office, Bhayishya Nidhi Bhawan,

१४-भीकजी कामा प्लेस, नई दिल्ली-११००६६;

14-Bhikaiji Cama Place, New Delhi - 110066

No. HRD/1(1)2001/RR/SO/PC-I

Dated:

OFFICE ORDER

5 MAR 2008

Subj:- Implementation of Non-Functional Pay Scale of Rs. 8000-275-13500 to Section Officers in Employees' Provident Fund Organisation.

In partial modification of this office order no. HRD/1(1) 2001/RR/SO/Pt-I/49895 dated 04.10.2007, Competent Authority has decided to implement the Non-Functional Pay Scale of Rs. 8000-275-13500 to the Section Officers of Employees' Provident Fund Organisation retrospectively w.e.f. 04.12.2005 on notional basis with actual benefits on account of such refixation of pay w.e.f. 04.10.2007. The other terms and conditions will remain same.

(Trilok Chand)

Addl. Central P. F. Commissioner (HR)

To:

RPFC (ASD) for information and necessary action.

No.21/36/03-CS.I
 Government of India
 Ministry of Personnel, P.G. and Pensions
 (Department of Personnel & Training)

.....

3rd Floor, Lok Nayak Bhawan,
 New Delhi-110003, dated the 13th November, 2003

ORDER

Sub: Introduction of Non Functional scale of Rs.8000-275-13500/- to Section Officers of Central Secretariat Service (CSS)-

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The Government had set up a Committee on Cadre Restructuring of Central Secretariat Service (CSS) in February, 2001. This Committee submitted its report in February, 2002. One of the recommendations of this Committee was that all regular Section Officers of CSS, who have completed 4 years service in that grade may be placed in the non-functional pay scale of Rs.8000-275-13500. After careful consideration, this recommendation has been accepted by the Government. Accordingly, this order is being issued.

2. The cadre authorities of CSS may grant the non-functional pay scale of Rs.8000-275-13500 to the Section Officers of CSS in accordance with the following parameters:-

- (i) The non-functional pay scale of Rs.8000-275-13500 is admissible to the Section Officers of CSS on completion of 4 years of approved service in that grade, subject to their vigilance clearance.
- (ii) The Section Officers, who are granted this non-functional pay scale of Rs.8000-275-13500 will continue to remain in Group 'B' (Gazetted) and their eligibility for promotion to Grade I (Under Secretary) of CSS will be reckoned on the basis of total period, spent in both the scales of S.O., counted together.
- (iii) Officers who are placed in the above non-functional pay scale will be entitled to the benefit of pay fixation under F.R.22(I)(a)(2).

3. This order is effective from 3rd October, 2003.

4. Necessary Notification relating to amendment to the CSS Rules will be issued separately.

(Devki Nandan Gupta)
 Deputy Secretary to the Govt. of India
 Telephone:24624893

To

All Cadre Authorities of CSS.

No.5/4/2005-CS.I
Government of India
Ministry of Personnel, PG and Pensions
(Department of Personnel & Training)

Lok Nayak Bhavan, 3rd Floor
Khan Market, New Delhi-110003
Dated, the January 25, 2006

ORDER

Sub: Grant of Non Functional Scale of Rs.8000-275-13500 to Section Officers of Central Secretariat Service (CSS) w.e.f. 01.01.1996.

In partial modification of this Department's Order No.21/36/03-CS.I dated 13th November, 2003, the Government has decided to provide Non Functional Scale of Rs.8000-275-13500 to the Section Officers of CSS retrospectively with effect from 1st January, 1996 on notional basis, with actual benefits on account of such re-fixation of pay with effect from 3rd October, 2003.

2. The cadre authorities may grant the Non Functional Scale of Rs.8000-275-13500 to the Section Officers of CSS in accordance with the following parameters:

- (i) The Non Functional Scale of Rs.8000-275-13500 is admissible to the Section Officers of CSS on completion of 4 years of approved service in the grade, subject to their vigilance clearance.
- (ii) Though the notional pay fixation of the eligible officers will be done w.e.f. 01.01.1996, actual benefits will accrue to them w.e.f. 03.10.2003;
- (iii) On account of such pay fixation, the officers would be entitled to draw arrears of pay w.e.f. 03.10.2003.
- (iv) Section Officers of CSS, who are granted this Non Functional Scale of Rs.8000-275-13500 will continue to remain in Group 'B' (Gazetted) and their eligibility for promotion to Grade-I (Under Secretary) of CSS in the pay scale of Rs.10000-15200 will be reckoned on the basis of total period of service spent in both the pay scales, viz. Rs.6500-10500 and Rs.8000-13500, counted together.
- (v) Such officers who are placed in the above Non Functional Scale will be entitled to the benefit of pay fixation under F.R.22(I)(a)(2).

3. Necessary Notification relating to amendment to the CSS Rules will be issued separately.

(Devki Nandan Gupta)
Deputy Secretary to the Govt. of India
Telephone: 24624893

To
All Cadre Authorities of CSS.

[Click Here for Signed Copy](#)

Item 1 of Spl CBT

निर्लेख प्रति/सम्मेलन अनुभाग
 RECORD COPY/CONFERENCE SECTION

Spl CBT Meeting

Item No. 1: Revision of Pay Scales of Officers and Employees of the EPFO with reference to the revised pay structure made applicable to the corresponding categories of employees of the Central Government – Adoption under Section 5 D(7) of the Employees Provident Funds & MP Act 1952.

Under Section 5 D (7) of the EPF & MP Act, 1952 (herein after referred as 'Act') the method of recruitment, salary and allowances, discipline and other conditions of service of officers and employees of the Central Board shall be such as may be specified in accordance with the rules and orders applicable to the officers and employees of the Central government drawing corresponding scales of pay. The proviso to Section 5 D (7) states that, if the Central Board is of the opinion that it is necessary to make a departure from the said rules or orders in respect of the any of the orders the Board shall obtain prior approval of the government before implementation.

2. The Government of India vide resolution No.1/1/2008-IC dated 29.08.2008 **(Copy placed at Annexure-I)** notified the implementation of the accepted recommendations of the 6th CPC set up to recommend revision of pay in respect of employees of the central government. The government have also notified the CCS (Revised Pay) Rules, 2008 **(Copy placed at Annexure-II)** and issued the office memorandum No.1/2008-IC dated 30.08.2008 regulating the implementation of the recommendation of the 6th CPC relating to revision of pay, fixation of pay and payment of arrears, etc.

3. The revision of salary and allowances of the officers and employees of the is therefore required to be considered by the Board within the provisions of the Section 5 D (7) of the Act. Consequently, the Board may consider adopting the accepted recommendations of the 6th CPC as notified by the GOI which are applicable to the corresponding categories of officers and employees of EPFO. As per the notification issued by the GOI, in the revised pay structure the various scales of pay have been replaced by pay bands :

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-1S	4400-7440
PB1	5200-20200
PB2	9300-34800
PB3	15600-19100
PB4	37400-67000

4. As far as the officers and employees of the EPFO are concerned the revised scale notified by the government which relates to the corresponding categories of officers falling under the different pay bands is as follows:

Revised Pay Bands and Grade Pays for posts carrying present scales in Group 'A', 'B', 'C' & 'D' except for which different revised scales are notified separately.

Present scale			Revised pay structure		
Sl. No.	Post/ Grade	Present Scale	Name of pay band/scale	Corresponding pay bands/scales	Corresponding Grade pay
1	2	3	4	5	6
1.	S-1	2550-55-2660-60-3200	-1S	4440-7440	1300
2.	S-2	2610-60-3150-65-3540	-1S	4440-7440	1400
3.	S-2A	2610-60-2910-65-3300-70-4000	-1S	4440-7440	1600
4.	S-3	2650-65-3300-70-4000	-1S	4440-7440	1650
5.	S-4	2750-70-3800-75-4400	PB-1	5200-20200	1800
6.	S-5	3050-75-3950-80-4590	PB-1	5200-20200	1900
7.	S-7	4000-100-6000	PB-1	5200-20200	2400
8.	S-8	4500-125-7000	PB-1	5200-20200	2800
9.	S-9	5000-150-8000	PB-2	9300-34800	4200
10.	S-10	5500-175-9000	PB-2	9300-34800	4200
11.	S-12	6500-200-10500	PB-2	9300-34800	4600
12.	S-13	7450-225-11500	PB-2	9300-34800	4600
13.	S-14	7500-250-12000	PB-2	9300-34800	4800
14.	S-15	8000-275-13500	PB-2	9300-34800	5400
15.	New Scale	8000-275-13500 (Group A entry)	PB-3	15600-39100	5400
16.	S-19	10000-325-15200	PB-3	15600-39100	6600
17.	S-23	12000-375-18000	PB-3	15600-39100	7600
18.	S-24	14300-400-18000	PB-4	37400-67000	8700
19.	S-29	18400-500-22400	PB-4	37400-67000	10000

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Section-II

Entry pay in the revised pay structure for direct recruits appointed on or after 1.1.2006

PB-1 (Rs.5200-20200)

Grade pay	Pay in the pay band	Total
1800	5200	7000
1900	5830	7730
2000	6460	8460
2400	7510	9910
2800	8560	11360

PB-2 (Rs.9300-34800)

Grade pay	Pay in the pay band	Total
4200	9300	13500
4600	12540	17140
4800	13350	18150

PB-3 (Rs.15600-39100)

Grade pay	Pay in the pay band	Total
5400	15600	21000
6600	18750	25350
7600	21900	29500

PB-4 (Rs.37400-67000)

Grade pay	Pay in the pay band	Total
8700	37400	46100
8900	40200	49100
10000	43000	53000
12000	47100	59100

5. The decision of the GOI in applying the above pay bands and pay scales as stated in para 4 could therefore be adopted and applied to the officers and employees of the EPFO under section 5 D (7) of the Act. While adopting the revised pay scales to the officers and employees the following decisions of the government which are having implications to specific categories of employees in EPFO need also to be addressed.

6. The government in its notified scales has merged the following existing pay scales of Sr.SSAs Rs 5000-8000, Section Supervisors Rs. 5500 -9000 and EO/AAO Rs. 6500 -10500 into one pay band with the same grade pay.

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Posts	Scale of Pay	Pay Band	Grade Pay
Sr.SSA	5000-8000	9300-34800	4200
Section Supervisor	5500-9000	9300-34800	4200
EO/AAO	6500-10500	9300-34800	4200

The pay band and grade pay to all the three distinct grades is now notified as pay band of 9300-34300 with a grade pay of Rs.4200. However, the above three grades in EPFO are having distinct and specific functional requirements. The Central Civil Services (Revised Pay) Rules, 2008 in Part-B Section-I provides that:

"(ii) On account of merger of pre-revised pay scales of Rs. 5000-8000, Rs. 5500-9000 and Rs. 6500-10500, some posts which presently constitute feeder and promotion grades will come to lie in an identical grade. The specific recommendations about some categories of these posts made by the Pay Commission are included Section II of Part B. As regards other posts, the posts in these three scales should be merged. In case, it is not feasible to merge the posts in these pay scales on functional considerations, the posts in the scale of Rs. 5000-8000 and Rs. 5500-9000 should be merged, with the post in the scale of Rs. 6500-10500 being upgraded to the next higher grade in pay band PB 2 i.e. to the grade pay of Rs. 4600 corresponding to the pre-revised pay scales of Rs. 7450-11500. In case a post already exists in the scale of Rs. 7450-11500, the post being upgraded from the scale of Rs. 6500-10500 should be merged with the post in the scale of Rs. 7450-11500.

The above three grades of officers having varied and distinct functional requirements in the field offices under the Manual of Accounting Procedures Part-I. The Sr.SSAs is the ministerial staff dealing with the original work. The Section Supervisor are the first level of supervisors who are entrusted with the supervision of 6/7 SSA/ Sr.SSAs. The posts of EO/AAO are executive posts with the specific delegated powers to decide and deliver compliance with the provisions of the Act and also to admit, authorize and release refund claims. It may not be therefore feasible to merge the three posts in the organization on functional considerations. It also absolutely essential that, the posts in the scale of Rs.5000-8000, Rs.5500-9000 and Rs.6500-10500 are continued with distinct grade pays. This requirement

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could however being an anomaly in revision and fixation of pay, could be considered by a Pay Committee proposed to be constituted to study the anomalies likely to occur on adoption and implementation of the revised pay scales. It is therefore proposed that the revision of the scales of pay of the three grades may be considered as follows:

- a) The restructuring of the pay scale of SSA, Sr.SSA and SS was decided by the Board in its special Meeting held on 25.09.2007 while determining the corresponding scales available in the Department of Income Tax, CBDT. The scales of Sr.SSA, Rs.5000-8000 and Rs.5500-9000 may, as of now therefore be replaced by following the structure notified by the government and revisited once the Department of IT, CBDT restructure the corresponding grades. The scales of Rs.5000-8000 and Rs.5500-9000 may thus be placed in the pay band of Rs.9300-34800 with grade pay of Rs.4200/- retaining the functional difference between the two grades.
- b) The pay scale of EO/AAO presently in the grade of Rs.6500-10500 may be placed in the pay band of Rs.9300-34800 with grade pay of Rs.4600/- corresponding to the pre-revised pay scale of Rs.7450-11500 as provided for under CCS (RP) Rules 2008, part (i) (ii).

The Board in its decision dated 04.09.2003 has equated the Section officers and Assistants in the Headquarters office with the Central Secretariat service and in its decision dated 14.07.1997 equated the Stenographers, Personal Assistants, Private Secretaries with Central Secretariat Stenographic Service. This decision has already been implemented and presently the Section Officers and Assistants of Head Quarters and Stenographers, Personal Assistants and Private Secretaries are enjoying the pattern of scales as applicable to the Central Secretariat service and Central Secretariat Stenographic Service respectively.

7. The Government while notifying the CCS (RP) Rules 2008 under part (i), (ii) ordered that the present scale of Section Officer and Private Secretary and equivalent posts which are presently in the scale of Rs.6500-10500 need to be substituted with the revised pay scale of Rs.7500-12000 in PB-2 with a grade pay of Rs.4800 and also be allowed the grade of Rs.8000-13500 in PB-3 with grade pay of Rs.5400 on completion of 4 years.

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8. Once the above explanatory guidelines contained in the CCS (Revised Pay) Rules, 2008 is adopted the revised scale of the above categories of employees will be as follows:

Designation	Present Scale	Revised pay band	Grade pay
Sr. Social Security Assistants	5000-8000	9300-34800	4200
Section Supervisor	5500-9000	9300-34800	4200
Assistant	6500-10500	9300-34800	4200
Enforcement Officer/ Asst. Accounts Officer	6500-10500	9300-34800	4600
Section Officer / Private Secretaries	6500-10500	9300-34800	4800

9. As regards to the revision of pay scales of other categories of officers and employees are concerned the Board may adopt the CCS (Revised Pay) Rules, 2008 and apply the adopted scales to the officers and employees of EPFO and the implementation of the revised scales of pay bands and grade pay and fixation of pay and payment of arrears would be executed as per guidelines circulated in the office memorandum No.1-1/2008-IC dated 30.08.2008 as is applicable to the corresponding category of officers and employees of central government.

10. It is also likely that anomalies may arise while adopting and implementing the revised pay scales. At the time of applying fifth pay commission report to EPFO, a Committee was appointed. Therefore the Board may consider constituting a sub-committee to consider any issues that may arise on implementation of the adopted revised scales. The sub-committee once constituted could also invite the representative body of the Staff, AIEPFSF and the officers AIEPFOA for providing inputs on the anomalies likely to occur and consult them on any matters relating to pay revision. The terms of reference to the Sub Committee may be:

- To examine the anomalies with special reference to the structure of various posts in EPFO likely to arise on adopting the revised pay structure adopted by the Board on the lines of the scales of pay applicable to the corresponding categories of employees of Govt. of India.
- To examine and consider the representations and grievances received from the All India EPF Officers Association, the All India EPF Staff Federation and any other stakeholders on the structure of the revised scales of pay adopted by the Board.

Item 1 of Spl CBT

- To examine and consider issues, if any, preferred by the administrative ministry.
- The Sub Committee may also consider any other issues relating to structure of pay scales of officers and employees and consider determining the scales of any of the categories with reference to corresponding categories of employees as required under the Section 5 D (7) of the Act.
- The Committee may device its own procedures and may consult the officers, employees and experts in the EPFO, Govt. of India, other departments and autonomous organizations under Govt. of India as it may consider necessary to make its recommendations. The Committee may also provide adequate opportunity to recognized Unions, Staff Federations, Service Associations of staff and officers to present their views before the Committee.
- The Committee may submit its report within 03 months from the date of issue of notifying its constitution.

11. The GOI vide resolution No.38/37/2008-P&PW (a) dated 29.08.2008 had also notified the revised pension structure effective from 01.01.2006. The recommendation of the 6th CPC relating to the structure of pension as accepted are placed in **Annexure-III**. As the pension payments being released to the retired employees of EPFO joined prior to 01.01.2004 is governed by the CCS (Pension) Rules, 1972, under Regulation 29 of the EPF (Staff & Conditions of service) Regulations, 1962, read with Section 5 D (7) of the Act, the Board may adopt the revised structure of pension and other terminal benefits including death and retirement gratuity, family pension, etc for applying to the retired employees of EPFO.

12. Once the revision of pay scales of serving employees and revised structure of pension payable to the serving and retired employees of the Board is adopted w.e.f. 01.01.2006 the arrears of the benefits payable from 01.01.2006 on account of revision will be released in two instalments, 40% of the arrears paid in cash in 2008-09 and the remaining 60% in 2009-10 abiding by the decision of GOI.

Proposal: The CBT may consider the matter of revision of Pay Scales of Officers and Employees of the EPFO with reference to the revised pay structure made applicable to the corresponding categories of employees of the Central Government and adopt them under Section 5 D(7) of the Employees Provident Funds & MP Act 1952.

ANNEXURE - I**MINISTRY OF FINANCE**

(Department of Expenditure)

RESOLUTION

New Delhi, the 29th August, 2008

No. 1/1/2008-I C.— The Sixth Central Pay Commission was set up by the Government of India vide Resolution No.5/2/2006-E.III(A) dated 5th October, 2006 as amended by Resolution No.5/2/2006-E.III(A) dated 7th December, 2006 (to include Members of regulatory bodies (excluding RBI) set up under Acts of Parliament) and Resolution No.5/2/2006-E.III(A) dated 8th August, 2007 (to include the officers and employees of the Supreme Court). On the 24th March, 2008, the Commission submitted its Report relating to structure of emoluments, allowances, conditions of service and retirement benefits of Central Government employees including those belonging to Union Territories, members of All India Services, personnel belonging to the Defence Forces, officers and employees of the Indian Audit and Accounts Department (IA&AD) and Chairpersons/Members of Regulatory Bodies (except Reserve Bank of India). The Government have given careful consideration to the recommendations of the Commission in respect of civilian employees of the Central Government in Groups 'A', 'B', 'C' and 'D' as also those in the All India Services and Chairpersons/Members of Regulatory Bodies (except Reserve Bank of India) and have decided that the recommendations of the Commission in respect of these categories of Central Government employees, All India Services and Chairpersons/Members of Regulatory Bodies (except Reserve Bank of India) shall be accepted as a package subject to the modifications mentioned below:-

- (i) The following Pay Bands recommended by the Commission will be improved and the modified Pay Bands will be as below:

Recommended by the Commission	Decision of the Government
PB-1 Rs.4860-20200	PB-1 Rs.5200-20200
PB-2 Rs.8700-34800	PB-2 Rs.9300-34800
PB-4 Rs.39200-67000	PB-4 Rs.37400-67000

- (ii) A new pay scale of Rs.75500- (annual increment @ 3%)-80000 designated as HAG+ will be carved out of PB-4;

- (iii) The following Grade Pays recommended by the Commission will be improved and the modified Grade Pays will be as below:-

Recommended by the Commission	Decision of the Government
Grade Pay of Rs.6100 in PB-3 for the pre-revised pay scales of Rs.10000-15200 and Rs.10325-10975.	Grade Pay - Rs.6600 in PB-3
Grade Pay of Rs.6500 in PB-3 for the pre-revised pay scale of Rs.10650-15850.	Grade Pay - Rs.6600 in PB-3
Grade Pay of Rs.6600 in PB-3 for the pre-revised pay scale of Rs.12000-16500.	Grade Pay - Rs.7600 in PB-3
Grade Pay of Rs.7500 in PB-3 for the pre-revised pay scale of Rs.12750-16500.	Grade Pay - Rs.7600 in PB-3
Grade Pay of Rs.7600 in PB-3 for the pre-revised pay scale of Rs.12000-18000.	Grade Pay - Rs.7600 in PB-3
Grade Pay of Rs.7600 in PB-3 for the pre-revised pay scale of Rs.14300-18300.	Grade Pay - Rs.8700 in PB-4
Grade Pay of Rs.8300 in PB-3 for the pre-revised pay scale of Rs.15100-18300.	Grade Pay - Rs.8700 in PB-4
Grade Pay of Rs.8400 in PB-3 for the pre-revised pay scales of Rs.16400-20000 and Rs.16400-20900.	Grade Pay - Rs.8900 in PB-4
Grade Pay of Rs.9000 in PB-4 for the pre-revised pay scales of Rs.14300-22400 and Rs.18400-22400.	Grade Pay - Rs.10000 in PB-4
Grade Pay of Rs.11000 in PB-4 for the pre-revised pay scale of Rs.22400-24500.	Grade Pay - Rs.12000 in PB-4
Grade Pay of Rs.13000 in PB-4 for the pre-revised pay scales of Rs.22400-26000 and Rs.24050-26000.	A separate pay scale of Rs.75500- (annual increment @ 3%)-80000 designated as HAG+

Note 1: The edge presently accorded to the Indian Administrative Service and India Foreign Service at three grades viz., Senior Time Scale, Junior Administrative Grade and Selection Grade will continue in the form of two additional increments @ 3% each which will be adjusted in the pay band.

Note 2: Grade Pay will determine seniority of posts only within a cadre's hierarchy and not between various cadres;

- (iv) With regard to fixation of pay in the revised Pay Bands, the basic pay drawn as on 1.1.2006 on the existing Fifth CPC pay scales will be multiplied by a factor of 1.86 and then rounded off to next multiple of 10. This will be the pay in the revised running Pay Band. Grade Pay, as approved by the Government,

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corresponding to the pre-revised pay scale, will then be added to the Pay in the revised Pay Band. The total of pay in the Pay Band and grade pay will be the revised Basic Pay as on 1.1.2006;

- (v) Rate of annual increments will be modified from 2.5% recommended by the Commission to 3% (three per cent) and the rate of variable increment for high achievers in PB-3 will be 4% instead of 3.5% recommended by the Commission;
- (vi) "Campus" restriction for grant of Transport Allowance will be removed. Consequently, employees living in campuses will also be eligible for Transport Allowance. Further, Transport Allowance for the employees at the lowest levels will be increased to Rs.600 (from Rs.400) in A-1/A class cities and Rs.400 (from Rs.300) in other towns;
- (vii) Three upgradations will be granted under Assured Career Progression (ACP) Scheme at 10, 20 and 30 years as per the modified ACP Scheme recommended by the Commission. ACP Scheme will also be applicable to Group A employees;
- (viii) Administrative ministries concerned will take an administrative view on the recommendation of Sixth Pay Commission relating to deputation quota for Indian Police Service officers in Central Para Military Forces (CPMFs) at the level of Deputy Inspector General (DIG) and above. The posts of Additional DIGs upgraded to the grade of DIG will, however, be continued to be manned by the cadre officers of the CPMFs;
- (ix) Empanelments and cadre reviews for Central Group A Services will be brought up-to-date in an year; and
- (x) Regarding Group 'B' cadres, the Commission's recommendations will be modified in the following manner: -
 - a) After 4 years of regular service in the entry grade of Rs.4800 in PB-2, Officers belonging to Delhi and Andaman & Nicobar Islands Civil Service and Delhi and Andaman & Nicobar Islands Police Service will be granted the non-functional grade of Rs.5400 in PB-3 and not in PB-2;
 - b) After 4 years of regular service in the Section Officer/Private Secretary/equivalent grade of Rs.4800 grade pay in PB-2, officers of Central Secretariat Service, Central Secretariat Stenographers Service and other similarly placed HQ services will also be granted the non-functional grade of Rs.5400 in PB-3 and not in PB-2;

- c) In the IA&AD and all organized accounts cadres, posts of Section Officers and Assistant Audit/Accounts Officers will be merged and placed in PB-2 with grade pay of Rs.4800 as recommended by the Commission. In modification of Sixth CPC's recommendations, Audit/Accounts Officers (AOs) will be placed in PB-2 with grade pay of Rs.5400 and Senior AOs will be placed in PB-3 with grade pay of Rs.5400;
- d) Group B officers of Ministry of Railways in the pre-revised scale of Rs. 8000-13500 will be granted Grade Pay of Rs.5400 in PB-3 instead of PB-2.
- e) Group B officers of Departments of Posts, Revenue, etc. will be granted Grade Pay of Rs.5400 in PB-2 on non-functional basis after 4 years of regular service in the grade pay of Rs.4800 in PB-2.

2. The Commission's recommendations and Government decision thereon with regard to revised scales of pay and dearness allowance for civilian employees of the Central Government and personnel of All India Services as detailed in the Part-A of the Annex-I will be made effective from 1st day of January, 2006.

3. The revised allowances, other than dearness allowance, will be effective from 1st day of September, 2008.

4. The Commission's recommendation regarding payment of arrears has been modified to the extent that the arrears will be paid in cash in two instalments - first instalment of 40% during the current financial year (2008-09) and the remaining 60% in the next financial year (2009-10).

5. The Government has agreed to refer the recommendations of the Commission in regard to pay scales of Master Craftsmen in the Ministry of Railways to a Fast Track Committee to be constituted by the Government. In the meantime, normal replacement scales will apply in the case of Master Craftsmen.

6. The Government has approved setting up of Anomalies Committees to examine individual, post-specific and cadre-specific anomalies. The Anomalies Committees should endeavour to complete their work in one year.

7. Department specific recommendations which are not included in this Resolution shall be processed by the concerned Department/Ministry and approvals of the Government obtained in consultation with the Ministry of Finance and/or Department of Personnel and Training.

8. The Commission's recommendations regarding higher pay package of Rs.25 lakh and Rs.3 lakh p.m. (without house and car) for Chairpersons and full-time Members of five specified Regulatory Bodies, viz., Telecom

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Regulatory Authority of India, Insurance Regulatory and Development Authority, Central Electricity Regulatory Commission, Securities and Exchange Board of India and the Competition Commission of India have been accepted by the Government. However, the existing incumbents in the specified Regulatory Bodies will be offered an option to retain their present pay and allowances together with car and house or to choose the higher pay package without house and car. For Chairpersons and Members of all other Regulatory Bodies, the normal replacement scales will apply.

9. The Government has granted "in principle" approval to a scheme of allowances for CPMF officers of the rank of Commandant and below, and other ranks in the battalions deployed in difficult areas/counter-insurgency areas and in high altitude areas, keeping in view the allowances granted to Defence Forces personnel in such, or similar, areas and the Detachment and other allowances granted to the CPMF personnel at present, to be worked out in consultation with Department of Expenditure.

10. The Government has decided that the practice of provision of Suraksha Sahayaks to officers in CPMFs will be discontinued with effect from a date to be fixed. Meanwhile, absolutely necessary posts may be created on the basis of functional justification alone. The decision regarding Suraksha Sahayaks will also apply to similarly placed categories in other Departments.

11. The Government has accepted the suggestion from the Departments of Space and Atomic Energy and Defence Research & Development Organisation (DRDO) for granting variable increments to really deserving Scientists at the time of promotions. Details will be worked out in consultation with Ministry of Finance. The Government has also decided to continue the existing system of grant of Rs.2000 Special Pay to Scientists G on promotion and doubling of the amount to Rs.4000 p.m. in Departments of Space and Atomic Energy and DRDO and the continuation of the existing practice of grant of two additional increments to Scientists from Level C to F in these departments.

12. The Dynamic ACP Scheme for Doctors will be extended upto the Senior Administrative Grade (grade pay of Rs.10000 in PB-4) for Medical Doctors having 20 years of regular service, or seven years of regular service in the non-functional selection grade of Rs.8700 grade pay in PB-4. Also, all the Medical Doctors, whether belonging to Organized Services, or holding isolated posts, will be covered by the DACP Scheme.

13. The decision of the Government on the recommendations of the Commission relating to other matters in respect of Civilian employees of the Central Government belonging to Groups 'A', 'B', 'C' and 'D' are indicated in Column 3 of Part-B of the statement annexed to this Resolution. In regard to the All India Services, appropriate action will be taken by Department of Personnel & Training to give effect to the decisions on these matters as may be applicable to them.

14. The recommendations made by the Commission which have not been accepted are placed at Annex-II.

15. The Government have decided that certain recommendations made by the Commission will be examined separately and decisions thereon will be notified later. A list of such recommendations is placed at Annex-III.

16. The decision taken on the other recommendations of general nature made by the Commission which are not included in the Annexures will be notified separately.

17. The Government of India wish to place on record their appreciation of the work done by the Commission.

ORDER

Ordered that the Resolution be published in the Gazette of India Extraordinary.

Ordered that a copy of the Resolution be communicated to the Ministries/Departments of the Government of India, State Governments, Administrations of Union Territories and all other concerned.

SUSHAMA NATH, Secy.

ANNEX-I

PART - A

Statement showing the recommendations of the Sixth Central Pay Commission on Pay and Dearness Allowance relating to Civilian employees in Group A, B, C and D and personnel of All India Services and Government's decisions thereon. (References to chapters and paragraphs in the Statement are to the Pay Commission's Report).

1. PAY

I. Revised Scales of Pay

- (i) A statement showing the recommendations of Sixth Pay Commission on the Pay Structure of Civilian employees in Groups A, B, C and D and personnel of All India Services and Government's decisions thereon.

(in Rs.)

Present Scale			Revised Pay Scales recommended by the Sixth Central Pay Commission			Revised Pay Structure		
Sl. No.	Pay Scale	Pay Scale	Pay Band	Corresponding Pay Bands	Grade Pay	Pay Band	Corresponding Pay Bands	Grade Pay
1	S-1	2550-55-2660-60-3200	-1S	4440-7440	1300	-1S	4440-7440	1300
2	S-2	2610-60-3150-65-3540	-1S	4440-7440	1400	-1S	4440-7440	1400
3	S-2A	2610-60-2910-65-3300-70-4000	-1S	4440-7440	1600	-1S	4440-7440	1600
4	S-3	2650-65-3300-70-4000	-1S	4440-7440	1650	-1S	4440-7440	1650
5	S-4	2750-70-3800-75-4400	PB-1	4860-20200	1800	PB-1	5200-20200	1800
6	S-5	3050-75-3950-80-4590	PB-1	4860-20200	1900	PB-1	5200-20200	1900
7	S-6	3200-85-4900	PB-1	4860-20200	2000	PB-1	5200-20200	2000
8	S-7	4000-100-6000	PB-1	4860-20200	2400	PB-1	5200-20200	2400
9	S-8	4500-125-7000	PB-1	4860-20200	2800	PB-1	5200-20200	2800
10	S-9	5000-150-8000	PB-2	8700-34800	4200	PB-2	9300-34800	4200
11	S-10	5500-175-9000	PB-2	8700-34800	4200	PB-2	9300-34800	4200
12	S-11	6500-200-6900	PB-2	8700-34800	4200	PB-2	9300-34800	4200
13	S-12	6500-200-10500	PB-2	8700-34800	4200	PB-2	9300-34800	4200
14	S-13	7450-225-11500	PB-2	8700-34800	4600	PB-2	9300-34800	4600
15	S-14	7500-250-12000	PB-2	8700-34800	4800	PB-2	9300-34800	4800
16	S-15	8000-275-13500	PB-2	8700-34800	5400	PB-2	9300-34800	5400

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Present Scale			Revised Pay Scales recommended by the Sixth Central Pay Commission			Revised Pay Structure		
Sl. No.	Pay Scale	Pay Scale	Pay Band	Corresponding Pay Bands	Grade Pay	Pay Band	Corresponding Pay Bands	Grade Pay
17	New Scale	8000-275-13500 (Group A Entry)	PB-3	15600-39100	5400	PB-3	15600-39100	5400
18	S-16	9000	PB-3	15600-39100	5400	PB-3	15600-39100	5400
19	S-17	9000-275-9550	PB-3	15600-39100	5400	PB-3	15600-39100	5400
20	S-18	10325-325-10975	PB-3	15600-39100	6100	PB-3	15600-39100	6600
21	S-19	10000-325-15200	PB-3	15600-39100	6100	PB-3	15600-39100	6600
22	S-20	10650-325-15850	PB-3	15600-39100	6500	PB-3	15600-39100	6600
23	S-21	12000-375-16500	PB-3	15600-39100	6600	PB-3	15600-39100	7600
24	S-22	12750-375-16500	PB-3	15600-39100	7500	PB-3	15600-39100	7600
25	S-23	12000-375-18000	PB-3	15600-39100	7600	PB-3	15600-39100	7600
26	S-24	14300-400-18300	PB-3	15600-39100	7600	PB-4	37400-67000	8700
27	S-25	15100-400-18300	PB-3	15600-39100	8300	PB-4	37400-67000	8700
28	S-26	16400-450-20000	PB-3	15600-39100	8400	PB-4	37400-67000	8900
29	S-27	16400-450-20900	PB-3	15600-39100	8400	PB-4	37400-67000	8900
30	S-28	14300-450-22400	PB-4	39200-67000	9000	PB-4	37400-67000	10000
31	S-29	18400-500-22400	PB-4	39200-67000	9000	PB-4	37400-67000	10000
32	S-30	22400-525-24500	PB-4	39200-67000	11000	PB-4	37400-67000	12000
33	S-31	22400-600-26000	PB-4	39200-67000	13000	HAG + Scale	Rs.75500-(annual increment @ 3%)—80000	Nil
34	S-32	24050-650-26000	PB-4	39200-67000	13000	HAG + Scale	Rs.75500-(annual increment @ 3%)—80000	Nil
35	S-33	26000 (Fixed)	Apex Scale	80000 (Fixed)	Nil	Apex Scale	80000 (Fixed)	Nil
36	S-34	30000 (Fixed)	Cab. Sec.	90000 (Fixed)	Nil	Cab. Sec.	90000 (Fixed)	Nil

(II) Pay scales of All India Services

Sl. No.	Recommendations of the Sixth Pay Commission	Decision of the Government
(i)	Indian Administrative Service*	
	Grade Pay Rs.5400 in PB-3 (Rs.15600-39100) for the pre-revised pay scale of Rs.8000-13500.	Accepted
	Grade Pay Rs.6500 in PB-3 for the pre-revised pay scale of Rs.10650-15850.	Grade Pay modified to Rs.6600. Two additional increments to be granted at the time of promotion to this grade.
	Grade Pay Rs.7500 in PB-3 in PB-3 for the pre-revised pay scale of Rs.12750-16500.	Grade Pay modified to Rs.7600. Two additional increments to be granted at the time of promotion to this grade.
	Grade Pay Rs.8300 in PB-3 for the pre-revised pay scale of Rs.15100-18300.	Grade Pay modified to Rs.8700 and placed in PB-4. PB-4 modified to Rs.37400-67000. Two additional increments to be granted at the time of promotion to this grade.
	Grade Pay Rs.9000 in PB-4 for the pre-revised pay scale of Rs.18400-22400.	Grade Pay modified to Rs.10000. Government to restore the eligibility for promotion to Super Time Scale of the IAS to 16 years, which was reduced to 14 years in January 2008.
	Grade Pay Rs.11000 in PB-4 for the pre-revised pay scale of Rs.22400-24500.	Grade Pay modified to Rs.12000
	Apex Scale of Rs 80000 (fixed)	Accepted
		Relevant orders shall be issued by the cadre controlling authority.
	*The pay structure for the IAS will also be applicable to the Indian Foreign Service.	
(ii)	Indian Police Service	
	Grade Pay Rs.5400 in PB-3 (Rs.15600-39100) for the pre-revised pay scale of Rs.8000-	Accepted.

	<p>13500.</p> <p>Grade Pay Rs.6100 in PB-3 for the pre-revised pay scale of Rs.10000-15200.</p> <p>Grade Pay Rs.6600 in PB-3 for the pre-revised pay scale of Rs.12000-16500.</p> <p>Grade Pay Rs.7600 in PB-3 for the pre-revised pay scale of Rs.14300-18300.</p> <p>Grade Pay Rs.8400 in PB-3 for the pre-revised pay scales of Rs.16400-20000.</p> <p>Grade Pay Rs.9000 in PB-4 for the pre-revised pay scale of Rs.18400-22400.</p> <p>Grade Pay Rs.11000 in PB-4 for the pre-revised pay scale of Rs.22400-24500.</p> <p>Grade Pay of Rs.13000 in PB-4 for the pre-revised pay scale of Rs.24050-26000.</p> <p>Apex Scale of Rs.80000 (fixed)</p> <p>Posts of Directors General Sashastra Seema Bal and Indo-Tibetan Border Police may be upgraded to the apex scale.</p>	<p>Grade Pay modified to Rs.6600.</p> <p>Grade Pay modified to Rs.7600.</p> <p>Grade Pay modified to Rs.8700 and placed in PB-4. PB-4 modified to Rs.37400-67000.</p> <p>Grade Pay modified to Rs.8900 and placed in PB-4.</p> <p>Grade Pay modified to Rs.10000</p> <p>Grade Pay modified to Rs.12000. Eligibility for promotion to Super Time Scale of the IPS continue to be 18 years.</p> <p>A new pay scale of Rs.75500- (annual increment @ 3%)-80000 designated as HAG+ carved out of PB-4</p> <p>Indian Police Service Pay Rules will be appropriately modified to provide in each State cadre one post of Director General of Police as head of the police force in the apex scale of Rs.80,000.</p> <p>Accepted.</p> <p>Relevant orders shall be issued by the cadre controlling authority.</p>
(iii)	<p>Indian Forest Service</p> <p>Grade Pay Rs.5400 in PB-3 (Rs.15600-39100) for the pre-</p>	<p>Accepted</p>

revised pay scale of Rs.8000-13500.	Grade Pay modified to Rs.6600.
Grade Pay Rs.6100 in PB-3 for the pre-revised pay scale of Rs.10000-15200.	
Grade Pay Rs.6600 in PB-3 for the pre-revised pay scale of Rs.12000-16500.	Grade Pay modified to Rs.7600.
Grade Pay Rs.7600 in PB-3 for the pre-revised pay scale of Rs.14300-18300.	Grade Pay modified to Rs.8700 and placed in PB-4. PB-4 modified to Rs.37400-67000.
Grade Pay Rs.8400 in PB-3 for the pre-revised pay scales of Rs.16400-20000.	Grade Pay modified to Rs.8900 and placed in PB-4.
Grade Pay Rs.9000 in PB-4 for the pre-revised pay scale of Rs.18400-22400.	Grade Pay modified to Rs.10000
Grade Pay Rs.11000 in PB-4 for the pre-revised pay scale of Rs.22400-24500.	Grade Pay modified to Rs.12000
Grade Pay of Rs.13000 in PB-4 for the pre-revised pay scale of Rs.24050-26000.	A new pay scale of Rs.75500- (annual increment @ 3%)-80000 designated as HAG+ carved out of PB-4.
Apex Scale of Rs.80000 (fixed)	Indian Forest Service Pay Rules will be appropriately modified to provide in each State cadre one post of Principal Chief Conservator of Forests as head of the forest service in the apex scale of Rs.80,000.
	Relevant orders shall be issued by the cadre controlling authority.

(III) Pay scales of Central Services Group 'A'

Sl. No.	Recommendations of the Sixth Pay Commission	Decision of the Government
(i)	Central Services Group 'A'	
	Grade Pay Rs.5400 in PB-3 (Rs.15600-39100) for the pre-revised pay scale of Rs.8000-	Accepted

13500.	
Grade Pay Rs.6100 in PB-3 for the pre-revised pay scale of Rs.10000-15200.	Grade Pay modified to Rs.6600.
Grade Pay Rs.6600 in PB-3 for the pre-revised pay scale of Rs.12000-16500.	Grade Pay modified to Rs.7600.
Grade Pay Rs.7600 in PB-3 for the pre-revised pay scale of Rs.14300-18300.	Grade Pay modified to Rs.8700 and placed in PB-4. PB-4 modified to Rs.37400-67000.
Grade Pay Rs.9000 in PB-4 for the pre-revised pay scale of Rs.18400-22400.	Grade Pay modified to Rs.10000
Grade Pay Rs.11000 in PB-4 for the pre-revised pay scale of Rs.22400-24500.	Grade Pay modified to Rs.12000
Grade Pay of Rs.13000 in PB-4 for the pre-revised pay scales of Rs. 22400-26000 and Rs.24050-26000.	A new pay scale of Rs.75500- (annual increment @ 3%)-80000 designated as HAG+ carved out of PB-4
Apex Scale of Rs.80000 (fixed)	Accepted
Whenever any IAS officer of a particular batch is posted in the Centre to a particular grade carrying a specific grade pay in pay bands PB-3 or PB-4, grant of higher pay scale on non-functional basis to the officers belonging to batches of organised Group A services that are senior by two years or more should be given by the Government.	Accepted. This will also be applicable to the Indian Police Service and the Indian Forest Service in their respective State cadres for which the relevant cadre controlling authorities will issue the orders.
Eligibility criteria prescribed for promotion to Senior Administrative Grade in various organized Group A services should be uniform.	Accepted

(IV) Pay and allowances of Chairpersons and full-time Members of Regulatory Bodies

Sl. No.	Recommendations of the Sixth Pay Commission	Decision of the Government
(i)	Normal replacement pay bands and grade pay recommended to be granted in general to the existing Members of regulatory bodies. Rates of allowances presently admissible to be revised on par with those recommended for corresponding categories of Government employees. (Para No. 8.1.7)	Accepted
(ii)	The pay and allowances of Chairman and full-time Members of five specified Regulatory Bodies, viz., Telecom Regulatory Authority of India, Insurance Regulatory and Development Authority, Central Electricity Regulatory Commission, Securities and Exchange Board of India and the Competition Commission of India to be de-linked from Government salaries and those appointed as Members through the revised process should be paid a consolidated salary of Rs.1,50,000 p.m., while the Chairperson may be paid Rs.2,00,000 p.m. in case a car and house are provided. In case no car and house is given, the Chairperson should be paid a consolidated salary of Rs.3,00,000 p.m. and Members Rs.2,50,000. (Para No. 8.1.7)	The Commission's recommendations regarding higher pay package of Rs.25 lakh and Rs.3 lakh p.m. (without house and car) for Chairpersons and full-time Members of the five specified Regulatory Bodies accepted. However, the existing incumbents in these Regulatory Bodies will be offered an option to retain their present pay and allowances together with car and house or to choose the higher pay package without house and car.

(V) Formula for fixation of pay in the revised pay structure of Pay Bands and Grade Pays

Sl. No.	Recommendations of the Sixth Pay Commission	Decision of the Government
(i)	The pay of employees may be fixed in the proposed scales of pay in the manner laid down in Para 2.2.21(i) to (v) of the Report.	Accepted with the following modifications: (a) Fixation of pay in the revised Pay Bands will be done by multiplying the basic pay drawn as on 1/1/2006 on the existing Fifth CPC pay scales by a factor of 1.86 and then rounded off to next multiple of 10 and not by a factor of 1.74 as recommended by the Commission. (b) In the case of Medical Doctors, Dearness Allowance on the Non Practising Allowance will be taken into account while fixing their pay in the revised Pay Bands.
(ii)	<p>a) Though -1S pay scale is not a regular pay scale, initially all Group D employees shall be placed in the -1S pay scale with appropriate grade pay. This pay scale has been devised mainly for the purpose of initial fixation of pay of the Group D employees who had already been recruited on a regular basis as on the date of implementation of this recommendation by the Government.</p> <p>b) Thereafter, such of those Group D employees as already possess the revised minimum qualifications prescribed for entry into the Group C pay band along with a grade pay of Rs.1800 would be placed in that grade (i.e. pay band of Rs.4860-20200 along with a grade pay of Rs.1800) with effect from 1.1.2006.</p>	<p>Accepted</p> <p>Accepted with the modification that PB-1 will be Rs.5200-20200.</p>

<p>c) Such of those existing Group D employees who do not possess the minimum qualifications prescribed would need to be retrained and a training package would need to be evolved separately for each of the individual Ministry/Department/Organisation keeping in view their specific needs. After re-training with emphasis on multi-skilling, the Group D staff will be placed in the Pay Band PB-1 of Rs.4860-20200 with the grade pay of Rs.1800. Once placed in the PB-1 Pay Band, this category of Group D staff will regain their seniority vis-à-vis the other category of Group D staff that already possessed the minimum prescribed qualifications and were, therefore, placed in the PB-1 Pay Band immediately.</p>	<p>Accepted with the modification that PB-1 will be Rs.5200-20200.</p>
<p>f) Inter-se seniority of all the employees in erstwhile Group D will be fully maintained with Group D employee in a higher Fifth CPC pay scale being placed higher vis-à-vis an employee in a lower pay scale. Within the same pre-revised pay scale, the seniority will be fixed on the basis of date on which the person came to be placed in that pay scale.</p>	<p>Accepted</p>
<p>g) Arrears shall be payable with effect from 1.1.2006 in both the cases: to those Group D employees who possess the prescribed qualifications and those Group D employees who do not possess the prescribed qualifications. Retraining of the latter should preferably be completed within a short period, say 6 months, so that fixation in pay band PB-I and payment arrears of salary is not unduly delayed.</p>	<p>Accepted</p>

(VI) Date of effect

Sl. No.	Recommendations of the Sixth Pay Commission	Decision of the Government
(i)	The revised structure of pay bands and grade pay to be implemented from 1/1/2006. (Para 6.5.2)	Accepted

(VII) Annual Increments

Sl. No.	Recommendations of the Sixth Pay Commission	Decision of the Government
(i)	Rate of Annual Increment: All the running pay bands will have annual increments in form of two and half percent of the total of pay in the pay band and the corresponding grade pay. (Para 2.2.11)	Modified to 3% from 2.5% recommended by the Commission.
(ii)	For Group A Pay Band PB-3, annual increments in the band will vary depending upon the performance. Not less than eighty percent of the employees in the grade will be allowed normal increment at the rate of 2.5% with the remaining 20% high performers during the year being allowed increment at the higher rate of 3.5%. (Para 2.2.12)	The rate of variable increment for high achievers in PB-3 increased to 4% from 3.5% recommended by the Commission.
(iii)	Date of Annual Increments: The date of annual increments, in all cases, to be 1 st July. Employees completing six months and above in the scale as on July 1 to be eligible. (Para 2.2.11)	Accepted

(VIII) Payment of Arrears

Sl. No.	Recommendations of the Sixth Pay Commission	Decision of the Government
(i)	The Government may pay the arrears in two equal instalments in different years. (Para 10.1.15)	Accepted with the modification that the arrears will be paid in cash in two instalments - first instalment of 40% during the current financial year (2008-09) and the remaining 60% in the next financial year (2009-10).

2. Compensation for price rise (Dearness Allowance)

Sl. No.	Recommendations of the Sixth Pay Commission	Decision of the Government
(i)	The Government should keep revising the base year in the existing fixed base index method as frequently as feasible. (Para 4.1.10)	Accepted
(ii)	National Statistical Commission to be asked to explore the possibility of a specific survey covering Government employees exclusively, so as to construct a consumption basket representative of Government employees and formulate a separate index. Meanwhile, the Government may continue to use the AICPI (IW) for estimating the DA, subject to the modifications proposed in the subsequent paras. (Para 4.1.13)	Accepted
(iii)	AICPI (IW) with base 2001 may, henceforth, be used for the purpose of calculating DA till it gets revised. The reference base for calculation of Dearness Allowance with effect from 1.1.2006 will be the 12 monthly average index of 536 as per AICPI (IW), 1982 series. This, when converted to 2001 series, using the linking factor of 4.63, works out to 116. (Para 4.1.14)	Accepted. The base using the 2001 series works out to be 115.76. Note: The instalment of Dearness Allowance sanctioned from 1.1.2006 onwards will be adjusted against the DA payable under revised formula/arrears on account of revision of pay scales.
(iv)	Government to take expeditious steps to rectify distortions in the construction of the current AICPI (IW) series. The National Statistical Commission may also take these factors into consideration while evolving a separate index for Government employees. (Para 4.1.14)	Accepted
(v)	Merger of dearness allowance with basic pay at any stage not recommended. (Para 4.1.18)	Accepted.
(vi)	DA may continue to be sanctioned twice a year as on 1 st	Accepted.

January and 1 st July payable with the salary of March and September respectively for administrative convenience with inflation neutralization being maintained at 100% at all levels. (Para 4.1.19)	
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3. Non-Practising Allowance

Sl. No.	Recommendations of the Sixth Pay Commission	Decision of the Government
(i)	Doctors should continue to be paid NPA at the existing rate of 25% of the aggregate of the band pay and grade pay subject to the condition that the Basic Pay + NPA does not exceed Rs.85,000. The facility of NPA cannot be extended to any other category. NPA should be restricted only to the medical Doctors occupying posts for which minimum qualifications of a medical degree is prescribed. (Para 4.2.53)	Accepted.

4. Assured Career Progression Scheme

Sl. No.	Recommendations of the Sixth Pay Commission	Decision of the Government
1.	The Commission has recommended that the existing scheme of Assured Career Progression may be continued with two financial upgradations being allowed as at present with the following modifications:- i) The scheme will also be available to all posts belonging to Group A - whether isolated or not. Organised Group A services will, however, not be covered under the scheme. ii) Benefit of pay fixation available at the time of normal promotion shall be allowed at the time of financial upgradations	Accepted with the modification that there will be three upgradations under the ACP Scheme after 10, 20 and 30 years of service. Accepted. Accepted with the modification that the rate of increment will be 3%.

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5. Performance Related Incentive Scheme

Sl. No.	Recommendations of the Sixth Pay Commission	Decision of the Government
(i)	The Commission has recommended introduction of a new performance based pecuniary benefit, over and above the regular salary, for the Government employees. The benefit will be called Performance Related Incentive Scheme (PRIS) and will be payable taking into account the performance of the employee during the period under consideration. It is based on the principle of differential reward for differential performance. (Para No.2.5.8)	Accepted. Detailed guidelines will be issued by the nodal Ministry. Department of Science & Technology will work out a PRIS scheme for scientists.

PART - B

Statement showing the recommendations of the Sixth Central Pay Commission on other Allowances relating to Civilian employees in Groups A, B, C and D and Government's decision thereon. (References to Chapters and Paragraphs in the Statement are to the Pay Commission's Report).

Sl. No.	Recommendations of the Sixth Pay Commission	Decision of the Government															
1.	City Compensatory Allowance City Compensatory Allowance may be abolished. (Para 4.2.8)	Accepted															
2.	Other Compensatory Allowances (i) Rates of Special Compensatory (Hill Area/Remote Locality), Tribal Area Allowance, Project Allowance and Bad Climate Allowance may be revised as under : Special Compensatory (Hill Area) Allowance/Bad Climate Allowance/Tribal Area Allowance <table><tr><th>Category</th><th>Bad climate/Tribal Area allowance</th><th>Special Compensatory (Hill Area) Allowance</th></tr><tr><td>For posts in the grade pay of Rs.5400 and above</td><td>Rs.400 p.m.</td><td>Rs.600 p.m.</td></tr><tr><td>For other posts</td><td>Rs.240 p.m.</td><td>Rs.480 p.m.</td></tr></table> (Para No.4.2.24.1)	Category	Bad climate/Tribal Area allowance	Special Compensatory (Hill Area) Allowance	For posts in the grade pay of Rs.5400 and above	Rs.400 p.m.	Rs.600 p.m.	For other posts	Rs.240 p.m.	Rs.480 p.m.	Accepted						
Category	Bad climate/Tribal Area allowance	Special Compensatory (Hill Area) Allowance															
For posts in the grade pay of Rs.5400 and above	Rs.400 p.m.	Rs.600 p.m.															
For other posts	Rs.240 p.m.	Rs.480 p.m.															
(ii)	Special Compensatory (Remote Locality) Allowance <table><tr><th>Category</th><th>Part A (Rs. p.m.)</th><th>Part B (Rs. p.m.)</th><th>Part C (Rs. p.m.)</th><th>Part D (Rs. p.m.)</th></tr><tr><td>For posts in the grade pay of Rs.5400 and above</td><td>2600</td><td>2100</td><td>1500</td><td>400</td></tr><tr><td>For posts in the grade pay of less than Rs.5400</td><td>2000</td><td>1600</td><td>1200</td><td>320</td></tr></table> (Para No.4.2.24.2)	Category	Part A (Rs. p.m.)	Part B (Rs. p.m.)	Part C (Rs. p.m.)	Part D (Rs. p.m.)	For posts in the grade pay of Rs.5400 and above	2600	2100	1500	400	For posts in the grade pay of less than Rs.5400	2000	1600	1200	320	Accepted
Category	Part A (Rs. p.m.)	Part B (Rs. p.m.)	Part C (Rs. p.m.)	Part D (Rs. p.m.)													
For posts in the grade pay of Rs.5400 and above	2600	2100	1500	400													
For posts in the grade pay of less than Rs.5400	2000	1600	1200	320													

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(iii)	Project Allowance		Accepted
	Category	Project allowance	
	For posts in the grade pay of Rs.5400 and above	Rs.1500 p.m.	
	For posts in the grade pay of less than Rs.5400	Rs.1000 p.m.	
	(Para No.4.2.24.3)		
(iv)	The rates of all the above allowances shall automatically increase by 25% whenever the Dearness Allowance payable on the revised pay bands goes up by 50%. (Para No.4.2.24.4)		Accepted
(v)	Special Compensatory Allowance for Gandhinagar and Special Compensatory (Border Area) Allowance may be abolished. (Para No.4.2.24.5)		Accepted
(vi)	Special (Duty) Allowance for postings to North East Regions should be paid to all Central Government employees at the existing rates on their posting on transfer to any North East Region irrespective of whether the transfer is from outside the North East Region or from another area of that region. The condition that the employees have all India transfer liability should also be dispensed with. No increase in the rate of this allowance is being recommended as the allowance is paid as a percentage of the pay. The Commission has recommended that the Special (Duty) Allowance as well as other concessions allowed to the Government employees in North East region should also be extended to the Government employees posted in Ladakh. (Para No. 4.2.25)		Accepted
(vi)	No change is recommended in respect of Island Special (Duty) allowance. This allowance may, henceforth, also be paid to all Central Government employees on their posting on transfer to any place in these Islands without insisting on an all India transfer liability. (Para No. 4.2.26)		Accepted
(v)	Hard Area Allowance to the employees posted in the Nicobar group of Islands may be paid separately along with Island Special (Duty) Allowance. Further, this allowance may also be extended to the Lakshadweep group of islands. (Para No. 4.2.26)		Accepted. Will be extended to similarly classified Islands in Lakshadweep.

3. **Transport Allowance**

The Commission has recommended the following rates for Transport Allowance:

Employees drawing grade pay of (Rs.)	Rate of Transport Allowance per month	
	A-1/A Class City (Rs.)	Other Places (Rs.)
5400 & above and posts in the apex scale and Cabinet Secy./equivalent	Rs.3200 + DA thereon	Rs.1600 + DA thereon
4200 to 4800*	Rs.1600 + DA thereon	Rs.800 + DA thereon
Below 4200	Rs.400 + DA thereon	Rs.300 + DA thereon

*and Group B, C and D employees/personnel below officer rank drawing pre-revised basic pay of Rs.4000 and above. (Para No. 4.2.43)

The existing condition which prohibits grant of Transport Allowance to the employees who have been provided with official accommodation within one Kilometer of the office should to be removed. Other conditions regulating the grant of this allowance shall remain unchanged. Physically disabled employees to continue drawing this allowance at double the normal rates. However, Transport Allowance in the case of physically disabled employees shall, in no case, be less than Rs.1000 per month plus the applicable rate of dearness allowance. Employees in pay band PB-4 who are entitled to the use of official car for travel between residence and office may be given the option to draw transport allowance at a higher rate of Rs.7000 p.m. plus dearness allowance provided they give up the use of official car for travel between residence and office. (Para No. 4.2.44)

Accepted with the modification that "Campus" restriction for grant of Transport Allowance will be removed.

Consequently, employees living in campuses will also be eligible for Transport Allowance. Also, Transport Allowance for the employees at the lowest levels will be increased to Rs.600 (from Rs.400) in A-1/A class cities and Rs.400 (from Rs.300) in other towns;

Further, employees in PB-1 with Rs.7440 (corresponding to Rs.4000 basic in pre-revised pay scales) and above as pay in the pay band will be eligible for grant of Transport Allowance at the rate of Rs.1600/Rs.800.

4.	House Rent Allowance		
(i)	The Commission has recommended merger of C Class Cities (having population of 50,000 to 5 lakh) with 'Unclassified Towns' (having population of less than 50,000).		Accepted
(ii)	The Commission has recommended that the existing population criterion for classifying towns and cities for purposes of HRA may be retained. However, population in the urban agglomeration should be taken into account for classifying a city for purposes of HRA.		Accepted
(iii)	The Commission has recommended retention of the existing rate of HRA in A-1 cities to be paid at the rate of 30% of the total of revised pay in the running pay band and grade pay thereon.		Accepted
(iv)	The Commission has recommended that the erstwhile A, B-1 and B-2 categories may be merged and C & Unclassified categories may also be merged. The following rates of House Rent Allowance are accordingly recommended:		Accepted
	Revised classification of Cities and Towns on Population Criteria	Revised Classification of Cities/Towns	Rates of HRA as a percentage of Pay in the pay band + Grade Pay + MSP* + NPA*
	50 lakhs & above	X (Earlier classified as A-1)	30
	50 - 5 lakhs	Y (Earlier classified as A, B-1 & B-2)	20
	Below 5 lakhs	Z (Earlier classified as C and Unclassified)	10
	* where applicable		(Para No. 4.2.59)

5.	Children Education Allowance	
	Children Education Allowance and Reimbursement of Tuition Fee may be merged and it will henceforth be reimbursement upto the maximum of Rs.1000 per child per month subject to a maximum of 2 children. Hostel subsidy may be reimbursed upto the maximum limit of Rs.3000 per month per child. The limits would be automatically raised by 25% every time the Dearness Allowance on the revised pay bands goes up by 50%. (Para No. 4.2.64)	Accepted
6.	Risk Allowance	
(i)	The Commission, accordingly, recommends withdrawal of Risk Allowance. All categories of jobs that involve inherent element of risk with deleterious effect on health over a period of time should instead be provided with free medical and life insurance of Rs.5 lakhs for employees in PB-1 pay band; Rs.7 lakhs for employees in PB-2 pay band; Rs.10 lakhs for employees in PB-3 pay band/higher pay bands/scales. To offset the effect of inflation, amount of the insurance should automatically be increased by 50% every time the DA payable on the revised pay goes up by 50%. The entire expenditure on paying premium for this insurance will be borne by the Government. The amount insured will be paid in case of any serious injury/death sustained in the course of employment and will be over and above the other benefits available to all categories of Government employees. These employees should also be provided with additional health benefits with mandatory health check-ups every quarter and enhanced leave, wherever the same is necessary for proper recuperation. Further, the Government should ensure that latest technology and greatest level of care is observed in these jobs so that the element of risk involved therein is minimized. (Para No. 4.2.68)	Introduction of Risk Insurance Scheme w.e.f. 1.4.2009 after consultation with Staff Side and continuation of Risk Allowance till March 31, 2009.
(ii)	Hospital Patient Care Allowance/Patient Care Allowance	
	The Commission has separately recommended extension of adequate insurance cover to all such categories of employees who face an element of risk	Introduction of Risk Insurance Scheme w.e.f. 1.4.2009 after consultation with Staff Side and continuation of

	in discharge of their official functions. This insurance cover should be extended to all the categories that are presently in receipt of HPCA/PCA. Simultaneously, HPCA/PCA should be withdrawn as no rationale would exist for these allowances once the element of risk is covered by grant of an appropriate insurance cover. The loss incurred by the employees on this account would be more than compensated in respect of existing Group D employees who will be upgraded to Group C. This loss, for Group C employees, should be compensated in form of Performance Related Incentive Scheme. (Para No. 3.6.18)	HPCA/ PCA till March 31, 2009.						
7.	Uniform Related Allowances							
(i)	Following rates of Uniform Allowance are recommended by the Commission for personnel and officers in CPMFs/CPOs/RPF/IPS: - <table border="1"><thead><tr><th>Grant</th><th>Rate</th></tr></thead><tbody><tr><td>Initial grant</td><td>Rs.14000</td></tr><tr><td>Renewal grant</td><td>Rs.3000 (payable after every three years)</td></tr></tbody></table> (Para No. 4.2.73 and 74)	Grant	Rate	Initial grant	Rs.14000	Renewal grant	Rs.3000 (payable after every three years)	Accepted
Grant	Rate							
Initial grant	Rs.14000							
Renewal grant	Rs.3000 (payable after every three years)							
(ii)	Following rates of uniform allowance are recommended for Coast Guard officers:- <table border="1"><thead><tr><th>Grant</th><th>Amount</th></tr></thead><tbody><tr><td>Initial grant</td><td>Rs.16000</td></tr><tr><td>Renewal grant</td><td>Rs.5000 (payable after every three years)</td></tr></tbody></table> (Para No. 4.2.75)	Grant	Amount	Initial grant	Rs.16000	Renewal grant	Rs.5000 (payable after every three years)	Accepted
Grant	Amount							
Initial grant	Rs.16000							
Renewal grant	Rs.5000 (payable after every three years)							
(iii)	Existing rates of Kit Maintenance Allowance to be doubled for all categories of employees presently in receipt of this allowance. Uniform Allowance for nurses should also be increased to Rs.500 per month. (Para No. 4.2.76)	Accepted						
(iv)	The rates of Uniform Allowance and Kit Maintenance Allowance for all the above categories shall be increased by 25% every time the Dearness Allowance on revised pay bands goes up by 50%. (Para No. 4.2.77)	Accepted						

8.	Miscellaneous Allowance The Commission recommends doubling of the extant rates of Cycle Allowance, Washing Allowance, Cash Handling Allowance, Special Allowance, Night Duty Allowance and Split Duty Allowance. Similarly, rates of allowances specific to different Ministries/Departments/Organisations not covered in this Report will also be doubled. The rates of these allowances will be increased by 25% every time the Dearness Allowance payable on revised pay scales goes up by 50%. Simultaneously, Machine Allowance should henceforth be withdrawn. (Para No. 4.2.81)	Accepted
9.	Caretaking Allowance The amount of caretaking allowance may henceforth be paid at the rate of 10% of the aggregate of pay in the pay band and grade pay thereon. (Para 3.8.8)	Accepted
10.	Training Allowance and Sumptuary Allowance in Training Academies and Staff Colleges (i) The training allowance may be raised to 30% of basic pay for deputationist trainers drawn from Government, universities and academic institutions working as faculty members in the National/Central Training Academies and Institutes for Group A officers. This allowance may continue to be drawn for the period the trainer is on study or tour related to training activities. Separate deputation allowance will not be payable to these trainers. It may continue at the existing rate for other training establishments. (Para No. 6.4.6) (ii) The Sumptuary allowance may be raised to Rs 3500 per month for the Director or Head of these National /Central Training Establishments for Group A Officers and also be extended to Course Directors and Counselors at the rate of Rs 2500 and Rs 2000 per month respectively. (Para No. 6.4.6)	Accepted Accepted
11.	Leave Travel Concession (LTC) (i) Central Government employees should be allowed to travel to their home town along with their families on three occasions in a block of four years and to any place in India on the fourth occasion. This facility shall be available to the Government	Accepted

	officers only for the first two blocks of four years applicable after joining the Government for the first time. The blocs of 4 years shall apply with reference to the initial date of joining the Government even though the employee changes the job within Government subsequently. The existing blocks will remain the same but the entitlements of the new recruit will be different in the first eight years of service. All other provisions concerning frequency of travel under LTC are to be retained. (Para No. 4.3.5)	
(ii)	Travel entitlements, whether for the purpose of official tour/transfer or LTC, should be same but no daily allowance will be payable for travel on LTC. Further, the facility shall be admissible only in respect of journeys performed in vehicles operated by the Government or any Corporation in the public sector run by the Central or State Government or a local body. (Para No. 4.3.6)	Accepted
(iii)	Parents and/or step parents (stepmother and stepfather) who are wholly dependent on the Government employee shall be included in the definition of family for the purpose of LTC irrespective of whether they are residing with the Government employee or not. The definition of dependency is being linked to the minimum family pension for all purposes. Accordingly, all parents and/or step parents whose total income from all sources is less than the minimum family pension prescribed in Central Government and dearness relief thereon would be included in the definition of family for this purpose. The extant conditions in respect of other relations included in the family including married /divorced /abandoned /separated /widowed daughters shall continue without any change. (Para No. 4.3.7)	Accepted
(iv)	While encashment of Earned Leave upto 10 days along with LTC to the extent of total of 60 days may be continued, the leave encashed at the time of availing LTC should not be deducted from the maximum amount of Earned Leave encashable at the time of retirement. Consequently, the employees would be eligible to encash 300 days of Earned Leave at the time of their retirement, even though they may have encashed Earned Leave of upto 60 days during their career while availing	Accepted

	LTC, whether to their home town or to any place in India. Insofar as Railways is concerned, the employees shall be allowed to avail of this encashment at the time of availing of passes for a maximum of 60 days in the entire career subject to the condition that successive encashment cannot be made before a minimum period of two years has elapsed. (Para No. 4.3.8)	
12.	Ration Money Allowance for CPMF personnel Payment of Ration Money Allowance to the CPMF personnel on par with that available to the defence forces. Ration money allowance should continue to be paid to only those categories of CPMFs personnel which are presently in receipt of this allowance. (Para No. 7.19.37)	Accepted
13.	Family Accommodation Allowance for CPMF personnel Introduction of a new Family Accommodation Allowance to be paid at the lowest rate of HRA for all the CPMFs personnel who are not eligible for either rent free accommodation/HRA or CILQ. The rates of this allowance will increase by 25% each time the price index increases by 50%. (Para No. 7.19.42)	Accepted

ANNEX-II

Recommendations of Sixth CPC that have not been accepted by the Government

Sl. No.	Recommendation
1.	Liberal 'severance package' for those employees who want to leave service without pension with more than 15, but less than 20 years of service.
2.	Recommendation relating to Holiday Policy that there should only be three closed holidays for Government employees.
3.	Flexi-hours for women employees and flexi-weeks for employees with disabilities.

ANNEX-III

Recommendations of Sixth CPC which will be examined separately

Sl. No.	Gist of Recommendations
1.	Recommendation related to Bonus and Over Time Allowance.
2.	Recommendation related to General Provident Fund for Central Government employees and Central Government Employees Group Insurance Scheme.
3.	Recommendation related to lateral shift of Defence personnel to Central Para Military Forces.
4.	Introduction of Health Insurance Scheme for Central Government employees and pensioners.
5.	Upgradation of the posts of Additional Deputy Comptroller & Auditor General of India, Members, CBEC and Members, CBDT to the Apex Scale of Rs.80,000 (fixed).
6.	Merger of all accounts services.
7.	Corporatization of Indian Railways.
8.	Abolition of Indian Telecom Service and Telecom Commission.
9.	Outsourcing the process of commutation of pension to a PSU Bank/Institution.
10.	Upgradation of the post of Director, Indira Gandhi National Forest Academy in Ministry of Environment & Forests to the higher pre-revised grade of Rs.26000 (fixed)

ANNEXURE-II

[भाग II—खण्ड 3(i)]

भारत का राजपत्र : असाधारण

31

MINISTRY OF FINANCE
(Department of Expenditure)
NOTIFICATION

New Delhi, the 29th August, 2008

G.S.R. 622 (E).— In exercise of the powers conferred by the proviso to article 309, and clause (5) of article 148 of the Constitution and after consultation with the Comptroller and Auditor General in relation to persons serving in the Indian Audit and Accounts Department, the President hereby makes the following rules, namely :—

1. *Short title and commencement -*

- (1) These rules may be called the Central Civil Services (Revised Pay) Rules, 2008.
- (2) They shall be deemed to have come into force on the 1st day of January, 2006.

2. *Categories of Government servants to whom the rules apply: -*

- (1) Save as otherwise provided by or under these rules, these rules shall apply to persons appointed to civil services and posts in connection with the affairs of the Union whose pay is debitable to the Civil Estimates as also to persons serving in the Indian Audit and Accounts Department.
- (2) These rules shall not apply to : -
 - (i) persons appointed to the Central Civil Services and posts in Groups 'A', 'B', 'C' and 'D' under the administrative control of the Administrator of the Union Territory of Chandigarh;
 - (ii) persons locally recruited for service in Diplomatic, Consular or other Indian establishments in foreign countries;
 - (iii) persons not in whole-time employment;
 - (iv) persons paid out of contingencies;
 - (v) persons paid otherwise than on a monthly basis including those paid only on a piece-rate basis;
 - (vi) persons employed on contract except where the contract provides otherwise;
 - (vii) persons re-employed in Government service after retirement;

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(viii) any other class or category of persons whom the President may, by order, specifically exclude from the operation of all or any of the provisions contained in these rules.

3. **Definitions** – In these rules, unless the context otherwise requires –

- (1) "existing basic pay" means pay drawn in the prescribed existing scale of pay, including stagnation increment(s), but does not include any other type of pay like 'special pay', etc.
- (2) "existing scale" in relation to a Government servant means the present scale applicable to the post held by the Government servant (or, as the case may be, personal scale applicable to him) as on the 1st day of January, 2006 whether in a substantive or officiating capacity.

Explanation- In the case of a Government servant, who was on the 1st day of January, 2006 on deputation out of India or on leave or on foreign service, or who would have on that date officiated in one or more lower posts but for his officiating in a higher post, "existing scale" includes the scale applicable to the post which he would have held but for his being on deputation out of India or on leave or on foreign service or, as the case may be, but for his officiating in a higher post;

- (3) "existing emoluments" mean the sum of (i) existing basic pay, (ii) dearness pay appropriate to the basic pay and (iii) dearness allowance appropriate to the basic pay + dearness pay at index average 536 (1982=100).
- (4) "present scale" in relation to any post/grade specified in column 2 of the First Schedule means the scale of pay specified against that post in column 3 thereof;
- (5) "pay in the pay band" means pay drawn in the running pay bands specified in Column 5 of the First Schedule.
- (6) "grade pay" is the fixed amount corresponding to the pre-revised pay scales/posts.
- (7) "revised pay structure" in relation to any post specified in column 2 of the First Schedule means the pay band and grade pay specified against that post or the pay scale specified in column 5 & 6 thereof, unless a different revised pay band and grade pay or pay-scale is notified separately for that post.
- (8) "basic pay" in the revised pay structure means the pay drawn in the prescribed pay band plus the applicable grade pay but does not include any other type of pay like special pay, etc.

In the case of Government servants in the pay scales of HAG+, apex scale and the Cabinet Secretary's scale, basic pay means the pay in the prescribed scale.

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(9) "revised emoluments" means the pay in the pay band plus the grade pay of a Government servant in the revised pay structure or the basic pay in HAG+ & above and includes the revised non-practising allowance, if any, admissible to him, in addition.

(10) "Schedule" means a schedule annexed to these rules.

4. *Scale of pay of posts* - The pay band and grade pay or the pay scale, as applicable, of every post/grade specified in column 2 of the First Schedule shall be as specified against it in column 5 & 6 thereof.

5. *Drawal of pay in the revised pay structure* - Save as otherwise provided in these rules, a Government servant shall draw pay in the revised pay structure applicable to the post to which he is appointed;

Provided that a Government servant may elect to continue to draw pay in the existing scale until the date on which he earns his next or any subsequent increment in the existing scale or until he vacates his post or ceases to draw pay in that scale.

Provided further that in cases where a Government servant has been placed in a higher pay scale between 1.1.2006 and the date of notification of these Rules on account of promotion, upgradation of pay scale etc., the Government servant may elect to switch over to the revised pay structure from the date of such promotion, upgradation, etc.

Explanation 1 - The option to retain the existing scale under the provisos to this rule shall be admissible only in respect of one existing scale.

Explanation 2 - The aforesaid option shall not be admissible to any person appointed to a post on or after the 1st day of January, 2006, whether for the first time in Government service or by transfer from another post and he shall be allowed pay only in the revised pay structure.

Explanation 3 - Where a Government servant exercises the option under the provisos to this rule to retain the existing scale in respect of a post held by him in an officiating capacity on a regular basis for the purpose of regulation of pay in that scale under Fundamental Rule 22, or any other rule or order applicable to that post, his substantive pay shall be substantive pay which he would have drawn had he retained the existing scale in respect of the permanent post on which he holds a lien or would have held a lien had his lien not been suspended or the pay of the officiating post which has acquired the character of substantive pay in accordance with any order for the time being in force, whichever is higher.

6. *Exercise of Option* -

(1) The option under the provisos to Rule 5 shall be exercised in writing in the form appended to the Second Schedule so as to reach the authority mentioned in sub rule (2) within three months of the date of publication of these rules or where an existing scale has been revised by any order

made subsequent to that date, within three months of the date of such order.

Provided that -

- (i) in the case of a Government servant who is, on the date of such publication or, as the case may be, date of such order, out of India on leave or deputation or foreign service or active service, the said option shall be exercised in writing so as to reach the said authority within three months of the date of his taking charge of his post in India; and
 - (ii) where a Government servant is under suspension on the 1st day of January, 2006, the option may be exercised within three months of the date of his return to his duty if that date is later than the date prescribed in this sub-rule.
- (2) The option shall be intimated by the Government servant to the Head of his Office.
 - (3) If the intimation regarding option is not received within the time mentioned in sub-rule (1), the Government servant shall be deemed to have elected to be governed by the revised pay structure with effect on and from the 1st day of January, 2006.
 - (4) The option once exercised shall be final.

Note 1 - Persons whose services were terminated on or after the 1st January, 2006 and who could not exercise the option within the prescribed time limit, on account of discharge on the expiry of the sanctioned posts, resignation, dismissal or discharge or disciplinary grounds, are entitled to the benefits of this rule.

Note 2 - Persons who have died on or after the 1st day of January, 2006 and could not exercise the option within the prescribed time limit are deemed to have opted for the revised pay structure on and from the 1st day of January, 2006 or such later date as is most beneficial to their dependents, if the revised pay structure is more favourable and in such cases, necessary action for payment of arrears should be taken by the Head of Office.

Note 3 - Persons who were on earned leave or any other leave on 1.1.2006 which entitled them to leave salary will be allowed the benefits of this rule.

7. *Fixation of initial pay in the revised pay structure:*

- (1) The initial pay of a Government servant who elects, or is deemed to have elected under sub-rule (3) of rule 6 to be governed by the revised pay structure on and from the 1st day of January, 2006, shall, unless in any case the President by special order otherwise directs, be fixed separately in respect of his substantive pay in the permanent post on which he holds a lien or would have held a lien if it had not been suspended, and in respect

of his pay in the officiating post held by him, in the following manner, namely :-

(A) in the case of all employees:-

- (i) the pay in the pay band/pay scale will be determined by multiplying the existing basic pay as on 1.1.2006 by a factor of 1.86 and rounding off the resultant figure to the next multiple of 10.
- (ii) if the minimum of the revised pay band/ pay scale is more than the amount arrived at as per (i) above, the pay shall be fixed at the minimum of the revised pay band/ pay scale;

Provided further that:-

Where, in the fixation of pay, the pay of Government servants drawing pay at two or more consecutive stages in an existing scale gets bunched, that is to say, gets fixed in the revised pay structure at the same stage in the pay band, then, for every two stages so bunched, benefit of one increment shall be given so as to avoid bunching of more than two stages in the revised running pay bands. For this purpose, the increment will be calculated on the pay in the pay band. Grade pay would not be taken into account for the purpose of granting increments to alleviate bunching.

In the case of pay scales in higher administrative grade (HAG) in the pay band PB-4, benefit of increments due to bunching shall be given taking into account all the stages in different pay scales in this grade. In the case of HAG+ scale, benefit of one increment for every two stages in the pre-revised scale will be granted in the revised pay scale.

If by stepping up of the pay as above, the pay of a Government servant gets fixed at a stage in the revised pay band/ pay scale (where applicable) which is higher than the stage in the revised pay band at which the pay of a Government servant who was drawing pay at the next higher stage or stages in the same existing scale is fixed, the pay of the latter shall also be stepped up only to the extent by which it falls short of that of the former.

- (iii) The pay in the pay band will be determined in the above manner. In addition to the pay in the pay band, grade pay corresponding to the existing scale will be payable.

Note - Illustration 1 on the above is provided in the Explanatory Memorandum to these Rules.

- (B) In the case of employees who are in receipt of special pay/allowance in addition to pay in the existing scale which has been recommended for replacement by a pay band and grade pay without any special pay/allowance, pay shall be fixed in the revised pay structure in accordance with the provisions of clause (A) above.

- (C) In the case of employees who are in receipt of special pay component with any other nomenclature in addition to pay in the existing scales, such as personal pay for promoting small family norms, special pay to Parliament Assistants, Central (Deputation on Tenure) Allowance, etc., and in whose case the same has been replaced in the revised pay structure with corresponding allowance/pay at the same rate or at a different rate, the pay in the revised pay structure shall be fixed in accordance with the provisions of clause (A) above. In such cases, the allowance at the new rate as recommended shall be drawn in addition to pay in the revised pay structure from the date specified in the individual notifications related to these allowances.
- (D) In the case of medical officers who are in receipt of non-practising allowance, the pay in the revised pay structure shall be fixed in accordance with the provisions of clause (A) above except that, in such cases, the pre-revised dearness allowance appropriate to the non-practising allowance admissible at index average 536 (1982 = 100) shall be added while fixing the pay in the revised pay band, and in such cases, non-practising allowance at the new rates shall be drawn with effect from 1.1.2006 or the date of option for revised pay structure, in addition to the pay so fixed in the revised pay structure. *Illustration 2* in this regard is at in the Explanatory Memorandum to these Rules.

Note 1 - (a) In the case of Group D employees, the pay in the revised pay structure will be fixed initially in the -1S pay band as per Clause (A) above with the appropriate grade pay and arrears paid accordingly. Thereafter, pay of such of those Group D employees who already possess the revised minimum qualifications recommended by the Commission prescribed for entry into PB-1 would be fixed with effect from 1.1.2006 in PB-1 with grade pay of Rs.1800.

(b) Such of those existing Group D employees who do not possess the revised minimum qualifications for entry into PB-1 would be retrained by the concerned Department preferably within a period of six months so that payment of arrears on account of upgradation are not delayed. After re-training, these Group D staff will also be placed in the Pay Band PB-1 with the grade pay of Rs.1800 with effect from 1.1.2006 and arrears drawn accordingly. Once placed in the PB-1 Pay Band, this category of Group D staff will regain their seniority vis-à-vis the other category of Group D staff that already possessed the minimum qualifications and were, therefore, placed in the PB-1 Pay Band as on 1.1.2006. Inter-se seniority of all the employees in erstwhile Group D will be fully maintained with Group D employee in a higher pre-revised pay scale being placed higher vis-à-vis an employee in a lower pay scale. Within the same pre-revised pay scale, seniority which existed prior to revision would continue.

(c) Arrears shall be payable with effect from 1.1.2006 in both the cases i.e. to those Group D employees who possess the qualifications and are placed in PB-1 straight away and those Group D employees who do not possess the qualifications and are placed after re-training. *Illustration 3* in regard to

fixation of pay for Group D staff is in the Explanatory Memorandum to these Rules.

Note 2A - Where a post has been upgraded as a result of the recommendations of the Sixth CPC as indicated in Part B or Part C of the First Schedule to these Rules, the fixation of pay in the applicable pay band will be done in the manner prescribed in accordance with Clause (A) (i) and (ii) of Rule 7 by multiplying the existing basic pay as on 1.1.2006 by a factor of 1.86 and rounding the resultant figure to the next multiple of ten. The grade pay corresponding to the upgraded scale as indicated in Column 6 of Part B or C will be payable in addition. *Illustration 4A* in this regard is in the Explanatory Memorandum to these Rules.

Note 2B - In the case of merger of pay scales, pay in the revised pay bands will be fixed in the manner prescribed in accordance with Clause (A) (i) and (ii) of Rule 7 by multiplying the existing basic pay as on 1.1.2006 by a factor of 1.86 and rounding the resultant figure to the next multiple of ten. The grade pay corresponding to the merged scale as indicated in Column 6 of Part B or C will be payable in addition. *Illustration 4B* in this regard is in the Explanatory Memorandum to these Rules.

Note 3 - A Government servant who is on leave on the 1st day of January, 2006 and is entitled to leave salary shall become entitled to pay in the revised pay structure from 1.1.2006 or the date of option for the revised pay structure. Similarly, where a government servant is on study leave on the first day of January, 2006 he will be entitled to the benefits under these Rules from 1.1.2006 or the date of option.

Note 4 - A Government servant under suspension, shall continue to draw subsistence allowance based on existing scale of pay and his pay in the revised pay structure will be subject to the final order on the pending disciplinary proceedings.

Note 5 - Where a Government servant is holding a permanent post and is officiating in a higher post on a regular basis and the scales applicable to these two posts are merged into one scale, the pay shall be fixed under this sub-rule with reference to the officiating post only, and the pay so fixed shall be treated as substantive pay.

The provisions of this Note shall apply mutatis mutandis, to Government servants holding in an officiating capacity, posts on different existing scales which have been replaced by the revised pay structure.

Note 6 - Where the 'existing emoluments' exceed the revised emoluments in the case of any Government servant, the difference shall be allowed as personal pay to be absorbed in future increases in pay.

Note 7 - Where in the fixation of pay under sub-rule (1), the pay of a Government servant, who, in the existing scale was drawing immediately before the 1st day of January, 2006 more pay than another Government servant junior to him in the same cadre, gets fixed in the revised pay band at a stage lower

than that of such junior, his pay shall be stepped up to the same stage in the revised pay band as that of the junior.

Note 8 - Where a Government servant is in receipt of personal pay on the 1st day of January, 2006, which together with his existing emoluments exceeds the revised emoluments, then, the difference representing such excess shall be allowed to such Government servant as personal pay to be absorbed in future increases in pay.

Note 9 - In the case of employees who are in receipt of personal pay for passing Hindi Pragma, Hindi Typewriting, Hindi Shorthand and such other examinations under the "Hindi Teaching Scheme", or on successfully undergoing training in cash and accounts matters prior to the 1st day of January, 2006, while the personal pay shall not be taken into account for purposes of fixation of initial pay in the revised pay structure, they would continue to draw personal pay after fixation of their pay in the revised pay structure on and from the 1st day of January, 2006 or subsequently for the period for which they would have drawn it but for the fixation of their pay in the revised pay structure. The quantum of such personal pay would be paid at the appropriate rate of increment in the revised pay structure from the date of fixation of pay for the period for which the employee would have continued to draw it.

Explanation - For the purpose of this Note, "appropriate rate of increment in the revised pay structure" means 3% of the sum of the pay in the pay band and the grade pay at the stage at which the pay of the employee is fixed in the revised pay structure.

Note 10 - In cases where a senior Government servant promoted to a higher post before the 1st day of January, 2006 draws less pay in the revised pay structure than his junior who is promoted to the higher post on or after the 1st day of January, 2006, the pay in the pay band of the senior Government servant should be stepped up to an amount equal to the pay in the pay band as fixed for his junior in that higher post. The stepping up should be done with effect from the date of promotion of the junior Government servant subject to the fulfillment of the following conditions, namely: -

- (a) both the junior and the senior Government servants should belong to the same cadre and the posts in which they have been promoted should be identical in the same cadre.
- (b) the pre-revised scale of pay and the revised grade pay of the lower and higher posts in which they are entitled to draw pay should be identical.
- (c) the senior Government servants at the time of promotion should have been drawing equal or more pay than the junior.
- (d) the anomaly should be directly as a result of the application of the provisions of Fundamental Rule 22 or any other rule or order regulating pay fixation on such promotion in the revised pay structure. If even in the lower post, the junior officer was drawing more pay in the pre-revised scale than the senior by virtue of any

advance increments granted to him, provision of this Note need not be invoked to step up the pay of the senior officer.

- (2) Subject to the provisions of rule 5, if the pay as fixed in the officiating post under sub-rule (1) is lower than the pay fixed in the substantive post, the former shall be fixed at the same stage as the substantive pay.

8. **Fixation of pay in the revised pay structure of employees appointed as fresh recruits on or after 1.1.2006** - Section II of Part A of the First Schedule of these Rules indicates the entry level pay in the pay band at which the pay of direct recruits to a particular post carrying a specific grade pay will be fixed on or after 1.1.2006.

This will also be applied in the case of those recruited between 1.1.2006 and the date of issue of this Notification. In such cases, where the emoluments in the pre-revised pay scale(s) [i.e., basic pay in the pre-revised pay scale(s) plus Dearness Pay plus Dearness Allowance applicable on the date of joining] exceeds the sum of the pay fixed in the revised pay structure and the applicable dearness allowance thereon, the difference shall be allowed as personal pay to be absorbed in future increments in pay.

9. **Rate of increment in the revised pay structure** - The rate of increment in the revised pay structure will be 3% of the sum of the pay in the pay band and grade pay applicable, which will be rounded off to the next multiple of 10. The amount of increment will be added to the existing pay in the pay band. *Illustration 5* in this regard is in the Explanatory Memorandum to these Rules. In the case of PB-3, variable rates of increment at 3% and 4% have been provided. The higher rate of increment will be granted to not more than 20% of the strength of officers in PB-3.

10. **Date of next increment in the revised pay structure** - There will be a uniform date of annual increment, viz. 1st July of every year. Employees completing 6 months and above in the revised pay structure as on 1st of July will be eligible to be granted the increment. The first increment after fixation of pay on 1.1.2006 in the revised pay structure will be granted on 1.7.2006 for those employees for whom the date of next increment was between 1st July, 2006 to 1st January, 2007.

Provided that in the case of persons who had been drawing maximum of the existing scale for more than a year as on the 1st day of January, 2006, the next increment in the revised pay structure shall be allowed on the 1st day of January, 2006. Thereafter, the provision of Rule 10 would apply.

Provided that in cases where an employee reaches the maximum of his pay band, shall be placed in the next higher pay band after one year of reaching such a maximum. At the time of placement in the higher pay band, benefit of one increment will be provided. Thereafter, he will continue to move in the higher pay band till his pay in the pay band reaches the maximum of PB-4, after which no further increments will be granted.

Note 1 - In cases where two existing scales, one being a promotional scale for the other, are merged, and the junior Government servant, now drawing his pay at equal or lower stage in the lower scale of pay, happens to draw more pay in the pay band in the revised pay structure than the pay of the senior Government servant in the existing higher scale, the pay in the pay band of the senior government servant shall be stepped up to that of his junior from the same date and he shall draw next increment in accordance with Rule 10.

11. **Fixation of pay in the revised pay structure subsequent to the 1st day of January, 2006.** - Where a Government servant continues to draw his pay in the existing scale and is brought over to the revised pay structure from a date later than the 1st day of January, 2006, his pay from the later date in the revised pay structure shall be fixed in the following manner:-

- (i) Pay in the pay band will be fixed by adding the basic pay applicable on the later date, the dearness pay applicable on that date and the pre-revised dearness allowance based on rates applicable as on 1.1.2006. This figure will be rounded off to the next multiple of 10 and will then become the pay in the applicable pay band. In addition to this, the grade pay corresponding to the pre-revised pay scale will be payable. Where the Government servant is in receipt of special pay or non-practising allowance, the methodology followed will be as prescribed in Rule 7 (i), (B), (C) or (D) as applicable, except that the basic pay and dearness pay to be taken into account will be the basic pay and dearness pay applicable as on that date but dearness allowance will be calculated as per rates applicable on 1.1.2006.

12. **Fixation of pay on reappointment after the 1st day of January, 2006 to a post held prior to that date** - A Government servant who had officiated in a post prior to the 1st day of January, 2006 but was not holding that post on that date and who on subsequent appointment to that post draws pay in the revised pay structure shall be allowed the benefit of the proviso to Fundamental Rule 22, to the extent it would have been admissible had he been holding that post on the 1st day of January, 2006, and had elected the revised pay structure on and from that date.

13. **Fixation of pay on promotion on or after 1.1.2006** - In the case of promotion from one grade pay to another in the revised pay structure, the fixation will be done as follows:-

- (i) One increment equal to 3% of the sum of the pay in the pay band and the existing grade pay will be computed and rounded off to the next multiple of 10. This will be added to the existing pay in the pay band. The grade pay corresponding to the promotion post will thereafter be granted in addition to this pay in the pay band. In cases where promotion involves change in the pay band also, the same methodology will be followed. However, if the pay in the pay band after adding the increment is less than the minimum of the higher pay band to which promotion is taking place, pay in the pay band will be stepped to such minimum.
- (ii) In the case of promotion from PB-4 to HAG+, after adding one increment in the manner prescribed in Rule 9, the pay in the pay band and existing grade pay will be added and the resultant figure will become the basic pay in HAG+. This shall not exceed Rs. 80,000, the maximum of the scale. For Government servants in receipt of NPA, pay plus NPA will not exceed Rs. 85,000.

14. **Mode of payment of arrears of pay** - The arrears shall be paid in cash in two instalments. The first instalment should be restricted to 40% of the total arrears. The remaining 60% of arrears should be paid during the next financial year.

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Explanation - For the purposes of this rule:

- (a) "arrears of pay" in relation to a Government servant, means the difference between:
 - (i) the aggregate of the pay and allowances to which he is entitled on account of the revision of his pay and allowances under these rules, for the relevant period. Revised allowances (except for dearness allowance and non-practising allowance) will be payable only with effect from 1.9.2008; and
 - (ii) the aggregate of the pay and allowances to which he would have been entitled (whether such pay and allowances had been received or not) for that period had his pay and allowances not been so revised.
- (b) "relevant period" means the period commencing on the 1st day of January, 2006 and ending with the 31st August, 2008.

15. *Overriding effect of Rules -* The provisions of the Fundamental rules, the Central Civil Services (Revision of Pay) Rules, 1947, the Central Civil Services (Revised Pay) Rules, 1960, the Central Civil Services (Revised Pay) Rules, 1973, Central Civil Services (Revised Pay) Rules, 1986 and CCS (Revised Pay) Rules, 1997 shall not, save as otherwise provided in these rules, apply to cases where pay is regulated under these rules, to the extent they are inconsistent with these rules.

16. *Power to relax -* Where the President is satisfied that the operation of all or any of the provisions of these rules causes undue hardship in any particular case, he may, by order, dispense with or relax the requirements of that rule to such extent and subject to such conditions as he may consider necessary for dealing with the case in a just and equitable manner.

17. *Interpretation -* If any question arises relating to the interpretation of any of the provisions of these rules, it shall be referred to the Central Government for decision.

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THE FIRST SCHEDULE
(SEE RULES 3 & 4)

PART - A

Section I

Revised Pay Bands and Grade Pays for posts carrying present scales in Group 'A', 'B', 'C' & 'D' except posts for which different revised scales are notified separately.

(In Rs.)

Present Scale			Revised Pay Structure		
Sl. No.	Post/ Grade	Present Scale	Name of Pay Band/ Scale	Corresponding Pay Bands/ Scales	Corresponding Grade Pay
(1)	(2)	(3)	(4)	(5)	(6)
1	S-1	2550-55-2660-60-3200	-1S	4440-7440	1300
2	S-2	2610-60-3150-65-3540	-1S	4440-7440	1400
3	S-2A	2610-60-2910-65-3300-70-4000	-1S	4440-7440	1600
4	S-3	2650-65-3300-70-4000	-1S	4440-7440	1650
5	S-4	2750-70-3800-75-4400	PB-1	5200-20200	1800
6	S-5	3050-75-3950-80-4590	PB-1	5200-20200	1900
7	S-6	3200-85-4900	PB-1	5200-20200	2000
8	S-7	4000-100-6000	PB-1	5200-20200	2400
9	S-8	4500-125-7000	PB-1	5200-20200	2800
10	S-9	5000-150-8000	PB-2	9300-34800	4200
11	S-10	5500-175-9000	PB-2	9300-34800	4200
12	S-11	6500-200-6900	PB-2	9300-34800	4200
13	S-12	6500-200-10500	PB-2	9300-34800	4200
14	S-13	7450-225-11500	PB-2	9300-34800	4600
15	S-14	7500-250-12000	PB-2	9300-34800	4800
16	S-15	8000-275-13500	PB-2	9300-34800	5400
17	New Scale	8000-275-13500 (Group A Entry)	PB-3	15600-39100	5400
18	S-16	9000	PB-3	15600-39100	5400
19	S-17	9000-275-9550	PB-3	15600-39100	5400
20	S-18	10325-325-10975	PB-3	15600-39100	6600
21	S-19	10000-325-15200	PB-3	15600-39100	6600
22	S-20	10650-325-15850	PB-3	15600-39100	6600
23	S-21	12000-375-16500	PB-3	15600-39100	7600
24	S-22	12750-375-16500	PB-3	15600-39100	7600
25	S-23	12000-375-18000	PB-3	15600-39100	7600
26	S-24	14300-400-18300	PB-4	37400-67000	8700
27	S-25	15100-400-18300	PB-4	37400-67000	8700
28	S-26	16400-450-20000	PB-4	37400-67000	8900
29	S-27	16400-450-20900	PB-4	37400-67000	8900
30	S-28	14300-450-22400	PB-4	37400-67000	10000
31	S-29	18400-500-22400	PB-4	37400-67000	10000
32	S-30	22400-525-24500	PB-4	37400-67000	12000

33	S-31	22400-600-26000	HAG+ Scale	75500- (annual increment @ 3%) -80000	Nil
34	S-32	24050-650-26000	HAG+ Scale	75500- (annual increment @ 3%) -80000	Nil
35	S-33	26000 (Fixed)	Apex Scale	80000 (Fixed)	Nil
36	S-34	30000 (Fixed)	Cab. Sec.	90000 (Fixed)	Nil

Section II

Entry Pay in the revised pay structure for direct recruits appointed on or after 1.1.2006

PB-1 (Rs.5200-20200)

Grade pay	Pay in the Pay Band	Total
1,800	5,200	7,000
1,900	5,830	7,730
2,000	6,460	8,460
2,400	7,510	9,910
2,800	8,560	11,360

PB-2 (Rs.9300-34800)

Grade pay	Pay in the Pay Band	Total
4,200	9,300	13,500
4,600	12,540	17,140
4,800	13,350	18,150

PB-3 (Rs.15600-39100)

Grade pay	Pay in the Pay Band	Total
5,400	15,600	21,000
6,600	18,750	25,350
7,600	21,900	29,500

PB-4 (Rs.37400-67000)

Grade pay	Pay in the Pay Band	Total
8,700	37,400	46,100
8,900	40,200	49,100
10,000	43,000	53,000
12,000	47,100	59,100

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PART - B

REVISED PAY SCALES FOR CERTAIN COMMON CATEGORIES OF STAFF

Section I

- (i) The revised pay structure mentioned in Column (5) and (6) of this part of the Notification for the posts mentioned in Column (2) have been approved by the Government. The initial fixation as on 1.1.2006 will be done in accordance with Note 2 below Rule 7 of this Notification.
- (ii) On account of merger of pre-revised pay scales of Rs.5000-8000, Rs.5500-9000 and Rs.6500-10500, some posts which presently constitute feeder and promotion grades will come to lie in an identical grade. The specific recommendations about some categories of these posts made by the Pay Commission are included Section II of Part B. As regards other posts, the posts in these three scales should be merged. In case it is not feasible to merge the posts in these pay scales on functional considerations, the posts in the scale of Rs.5000-8000 and Rs.5500-9000 should be merged, with the post in the scale of Rs.6500-10500 being upgraded to the next higher grade in pay band PB-2 i.e. to the grade pay of Rs.4600 corresponding to the pre-revised pay scale of Rs.7450-11500. In case a post already exists in the scale of Rs.7450-11500, the post being upgraded from the scale of Rs.6500-10500 should be merged with the post in the scale of Rs.7450-11500.
- (iii) Posts in the scale of Rs.6500-10500 carrying minimum qualification of either Degree in Engineering or a Degree in Law should also be upgraded and placed in the scale of Rs.7450-11500 corresponding to the revised pay band PB-2 of Rs.9300-34800 along with grade pay of Rs.4600.
- (iv) Posts of scientific staff in the scale of Rs.6500-10500 carrying minimum qualification of engineering degree or a post-graduate degree should also be upgraded and placed in the scale of Rs.7450-11500 corresponding to the revised pay band PB-2 of Rs.9300-34800 along with grade pay of Rs.4600
- (v) Upgradation as in (ii) above may be done in consultation with Department of Expenditure, Ministry of Finance. Regarding (iii) and (iv) above, upgradation may be done by the Ministries concerned in consultation with their Integrated Finance.

Section II

(In Rupees)

Sl. No.	Post	Present scale	Revised Pay Scale	Corresponding Pay Band & Grade Pay		Para No. of the Report
				Pay Band	Grade Pay	
(1)	(2)	(3)	(4)	(5)	(6)	(7)
I	OFFICE STAFF IN THE SECRETARIAT*					
1	Section Officer/PS/ equivalent	6500-10500	7500-12000	PB-2	4800	
			8000-13500	PB-3	5400	3.1.9

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			(on completion of four years)		(on completion of 4 years)	(Modified by Govt.)
	* This scale shall be available only in such of those organizations/services which have had a historical parity with CSS/CSSS. Services like AFHQSS/AFHQSSS/RBSS and Ministerial/Secretarial posts in Ministries/Departments organisations like MEA, Ministry of Parliamentary Affairs, CVC, UPSC, etc. would therefore be covered.					
II	OFFICE STAFF WORKING IN ORGANISATIONS OUTSIDE THE SECRETARIAT					
1	Head Clerk/ Assistants/ Steno Gr.II/ equivalent	4500-7000 5000-8000	6500-10500	PB-2	4200	3.1.14
2	Administrative Officer Grade II/ Sr. Private Secretary/ equivalent	7500-12000	7500-12000 (entry grade for fresh recruits) 8000-13500 (on completion of four years)	PB-2	4800 5400 (on completion of 4 years)	3.1.14
III	ACCOUNTS STAFF BELONGING TO UN-ORGANIZED ACCOUNTS CADRES The existing relativity between the accounts related posts outside organized accounts cadres and ministerial posts will be maintained and the accounts staff belonging to unorganized Accounts cadres shall be extended the corresponding replacement Pay Band and grade pay.					3.8.5
IV	ARTISTS					
1	Senior Artist	6500-10500	7450-11500	PB-2	4600	3.8.6
V	CANTEEN STAFF					
1.	Posts of Canteen Staff in the pre-revised Group 'D' pay scales	All the posts of canteen staff in Group 'D' will be placed in the revised Pay Band PB-1 along with grade pay of Rs.1800 once the staff occupying these posts is suitably retrained and made multi-skilled.				3.8.7
VI	DRAWING OFFICE STAFF					
1	Chief Draughtsman	6500-10500	7450-11500	PB-2	4600	3.8.9
VII	ELECTRONIC DATA PROCESSING (EDP) STAFF					
1	Data Processing Assistant	6500-10500	7450-11500	PB-2	4600	3.8.11
VIII	FIRE FIGHTING STAFF					
1	Firemen	2610-3540	3050-4590	PB-1	1900	3.8.12
2	Leading Fireman	3050-4590	3200-4900	PB-1	2000	
3	Station Officer	4000-6000	4500-7000	PB-1	2800	
4	Asstt. Divisional	5000-8000	6500-10500	PB-2	4200	

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	Fire Officer					
5	Deputy Divisional Fire Officer	6500-10500	7450-11500	PB-2	4600	
IX	LIBRARY STAFF					
1	Posts of Library Attendant Grade II and I shall stand merged and placed in the revised pay band PB-1 along with grade pay of Rs.1800 after their skills are suitably enhanced.					
2	Asstt. Library Information Officer	6500-10500	7450-11500	PB-2	4600	3.8.13
XI	LABORATORY STAFF					
1	All posts of Laboratory Staff in the pre-revised Group 'D' pay scales (commonly designated as Laboratory Attendants Grade I, II & III) shall be placed in the revised Pay Band PB-1 along with Grade Pay of Rs.1800 after their skills are suitably enhanced.					3.8.14
2	Laboratory Technician Gr.I	6500-10500	7450-11500	PB-2	4600	
XII	NURSING & PARAMEDICAL STAFF					
1	Staff Nurse	5000-8000	7450-11500	PB-2	4600	3.8.15
2	Nursing Sister	5500-9000	7500-12000	PB-2	4800	
3	Dietician Gr.II/ Lecturer in PT/OT/ Radiographer	6500-10500	7450-11500	PB-2	4600	
4	Asstt. Nursing Superintendent	6500-10500	8000-13500	PB-3	5400	
5	Deputy Nursing Superintendent	7500-12000	8000-13500	PB-3	5400	
6	Nursing Superintendent	8000-13500	10000-15200	PB-3	6600	
7	Chief Nursing Officer	10000-15200	12000-16500	PB-3	7600	
XIII	PHOTOGRAPHERS					
1	Photography Attendant Gr.II/ any other post in the pre-revised Group 'D' scale	2650-4000/ any other scale in the pre-revised Group 'D' scale		PB-1	1800	3.8.16
2	Chief Cinematographer/ equivalent	6500-10500	7450-11500	PB-2	4600	
XIV	PRINTING STAFF					
1	Posts of printing staff in the pre-revised pay scales of Rs.6500-10500		7450-11500	PB-2	4600	3.8.18
XV	RECEPTIONISTS					
1	Various posts of Receptionists to be merged with the clerical cadre in the corresponding pay band and grade pay. In case no corresponding grade pay exists in the clerical cadre, the merger should be made in the immediate higher grade pay available in the clerical cadre.					3.8.19
XVI	STOREKEEPING STAFF					
1	Senior Store Keeper	6500-10500	7450-1100	PB-2	4600	3.8.20

	Gr. II (To be extended to all analogous posts of Storekeeping staff irrespective of designation)					
XVII	TEACHERS					
1	Primary School Teacher	Grade III 4500-7000 Grade II 5500-9000 Grade I 6500-10500	Grade III 6500-10500 Grade II 7450-11500 Grade I 7500-12000	PB-2 PB-2 PB-2	4200 4600 4800	3.8.22
2	Trained Graduate Teacher	Grade III 5500-9000 Grade II 6500-10500 Grade I 7500-12000	Grade III 7450-11500 Grade II 7500-12000 Grade I 8000-13500	PB-2 PB-2 PB-2	4600 4800 5400	
3	Post Graduate Teacher	Grade III 6500-10500 Grade II 7500-12000 Grade I 8000-13500	Grade III 7500-12000 Grade II 8000-13500 Grade I 10000-15200	PB-2 PB-3 PB-3	4800 5400 6600	
4	Vice Principal	Grade II 7500-12000 Grade I 8000-13500	Grade II 8000-13500 Grade I 10000-15200	PB-3 PB-3	5400 6600	
5	Principal	10000-15200	12000-16500	PB-3	7600	
6	Education Officer/ Assistant Director of Education #	10000-15200	12000-16500	PB-3	7600	3.8.24
	# Posts of Education Officer/Assistant Director of Education stand merged with the post of Deputy Director of Education.					
XVII	VETERINARIANS					
I						
1	Group 'D' posts of Para Veterinary Attendants	All Group 'D' posts of Para Veterinary Attendants/Compounder are to be placed in the revised pay band PB-1 along with grade pay of Rs.1800 after they are retrained suitably.				3.8.25
2	All Para Veterinary staff in the pre- revised scale of Rs.6500-10500	6500-10500	7450-11500	PB-2	4600	

3	Veterinary Officers	Veterinary Officers requiring a degree of B.V.Sc & AH along with registration in the Veterinary Council of India are to be placed on par with General Duty Medical Officers and Dental Doctors.				
XIX	WORKSHOP STAFF					
1	Unskilled	2550-3200	2750-4400	PB-1	1800	3.8.27
2	Semi Skilled	2650-4000	2750-4400	PB-1	1800 *	
3	Asstt. Shop Superintendent \$ / Dy. Shop Superintendent/ Asstt. Foreman	6500-10500	7450-11500	PB-2	4600	3.8.29
	* Grades of existing unskilled and semi-skilled workers stand merged. \$ The grades of Asstt. Shop Superintendent/equivalent and Shop Superintendent/ equivalent stand merged.					
XX	ORGANISED ACCOUNTS CADRES*					
1	Section Officer	6500-10500	7500-12000	PB-2	4800	7.56.9
2	Assistant Accounts/ Audit Officer	7450-11500	7500-12000	PB-2	4800	7.56.9
3	Audit/ Accounts Officer	7500-12000	8000-13500	PB-2	5400	7.56.9
4	Senior Audit / Accounts Officer	8000-13500	8000-13500	PB-3	5400	7.56.9
*Also applicable to employees of Indian Audit & Accounts Department						

PART - C

REVISED PAY STRUCTURE FOR CERTAIN POSTS IN MINISTRIES,
DEPARTMENTS AND UNION TERRITORIES

Section I

- (i) The revised pay structure mentioned in Column (5) and (6) of this part of the Notification for the posts mentioned in Column (2) have been approved by the Government. The initial fixation as on 1.1.2006 will be done in accordance with Note 2 below Rule 7 of this Notification.
- (ii) On account of merger of pre-revised pay scales of Rs.5000-8000, Rs.5500-9000 and Rs.6500-10500, some posts which presently constitute feeder and promotion grades will come to lie in an identical grade. The specific recommendations about some categories of these posts made by the Pay Commission are included Section II of Part C. As regards other posts, the posts in these three scales should be merged. In case it is not feasible to merge the posts in these pay scales on functional considerations, the posts in the scale of Rs.5000-8000 and Rs.5500-9000 should be merged, with the post in the scale of Rs.6500-10500 being upgraded to the next higher grade in pay band PB-2 i.e. to the grade pay of Rs.4600 corresponding to the pre-revised pay scale of Rs.7450-11500. In case a post already exists in the scale of Rs.7450-11500, the post being upgraded from the scale of Rs.6500-10500 should be merged with the post in the scale of Rs.7450-11500.
- (iii) Posts in the scale of Rs.6500-10500 carrying minimum qualification of either Degree in Engineering or a Degree in Law should also be upgraded and placed in the scale of Rs.7450-11500 corresponding to the revised pay band PB-2 of Rs.9300-34800 along with grade pay of Rs.4600.
- (iv) Posts of scientific staff in the scale of Rs.6500-10500 carrying minimum qualification of engineering degree or a post-graduate degree should also be upgraded and placed in the scale of Rs.7450-11500 corresponding to the revised pay band PB-2 of Rs.9300-34800 along with grade pay of Rs.4600
- (v) Upgradation as in (ii) above may be done in consultation with Department of Expenditure, Ministry of Finance. Regarding (iii) and (iv) above, upgradation may be done by the Ministries concerned in consultation with their Integrated Finance.

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Section II

The revised pay structure mentioned in Column (5) and (6) of this part of the Notification for the posts mentioned in Column 2 have been approved by the Government.

Sl. No.	Post	Present scale	Revised Pay Scale	Corresponding Pay Band & Grade Pay		Para No. of the Report
				Pay Band	Grade Pay	
(1)	(2)	(3)	(4)	(5)	(6)	(7)
MINISTRY OF AGRICULTURE						
1	Plant Protection - Officer in Directorate of Plant Protection, Quarantine & Storage	6500-10500	7450-11500	PB-2	4600	7.1.5
2	Senior Instructor in Central Farm Machinery Training and Testing Institute	6500-10500	7450-11500	PB-2	4600	7.1.6
3	Manager (Procurement/Processing/Quality Control/Distribution) in Delhi Milk Scheme	10000-15200	12000-16500	PB-3	7600	7.1.7
4	Senior Dairy Engineer in Delhi Milk Scheme	10000-15200	12000-16500	PB-3	7600	7.1.7
5	Junior Fisheries Scientists Grade I and Grade II in Fishery Survey of India (Posts stand merged)	Grade I 7500-12000 Grade II 6500-10500	7500-12000	PB-2	4800	7.1.12
6	Assistant Director in Directorate of Cotton Development	6500-10500	7450-11500	PB-2	4600	7.1.20
7	Senior Seed Analyst in National Seed Research Training Centre, Varanasi	6500-10500	7450-11500	PB-2	4600	7.1.22
8	Senior Instructor in Northern Region Farm Machinery Training and Testing Institute	6500-10500	7450-11500	PB-2	4600	7.1.24
MINISTRY OF COMMUNICATIONS & INFORMATION TECHNOLOGY						
DEPARTMENT OF POSTS						
1	Technical Supervisors in Mail Motor Service	4500-7000	5000-8000	PB-2	4200	7.6.8
2	Artisan Grade I in Mail Motor Service	4000-6000	4500-7000	PB-1	2800	7.6.8
3.	Assistant - Director (Recruitment)	6500-10500	7450-11500	PB-2	4600	7.6.9

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4	Assistant Superintendent Post Office (ASPOs)	6500-10500	7450-11500	PB-2	4600	7.6.14
5	Superintendent (Posts)	6500-10500	7500-12000 8000-13500 (after 4 years)	PB-2 PB-2	4800 5400	7.6.14
6	Assistant Manager, Mail Motor Service	6500-10500	7450-11500	PB-2	4600	7.6.14
7	Deputy Manager, Mail Motor Service	6500-10500	7500-12000	PB-2	4800	7.6.14
8	Higher Selection Grade I	6500-10500	7450-11500	PB-2	4600	7.6.15
9	Postman	3050-4590	3200-4900	PB-1	2000	7.6.17
10	Mail Guard in Railway Mail Service	3050-4590	3200-4900	PB-1	2000	7.6.17
11	Translation Officer (French)	6500-10500	7500-12000	PB-2	4800	7.6.18

MINISTRY OF CONSUMER AFFAIRS, FOOD AND PUBLIC DISTRIBUTION

1	Technical Assistant in the Directorate of Sugar	4500-7000	6500-10500	PB-2	4200	7.12.13
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MINISTRY OF CORPORATE AFFAIRS

1	Company Prosecutor Grade II & Grade III	Grade II 6500-10500 Grade III 5500-9000	7450-11500	PB-2	4600	7.8.5
2	Senior Technical Assistants	6500-10500	7450-11500	PB-2	4600	7.8.6
3	Assistant Directors in Serious Fraud Investigation Organisation	6500-10500	7500-12000	PB-2	4800	7.8.10

MINISTRY OF CULTURE

1	Assistant Superintendent (Archaeologist) in Archaeology Cadre, ASI	6500-10500	7450-11500	PB-2	4600	7.9.5
2	Assistant Superintendent in the Epigraphy Cadre, ASI	6500-10500	7450-11500	PB-2	4600	7.9.5
3	Assistant Superintendent in Science Cadre, Assistant Archaeological Chemist, ASI	6500-10500	7450-11500	PB-2	4600	7.9.5
4	Assistant Superintendent, Archaeological Engineer in Conservation Cadre, ASI	6500-10500	7450-11500	PB-2	4600	7.9.5
5	Assistant Superintendent, Archaeological Engineer, Horticulture Engineer, ASI	6500-10500	7450-11500	PB-2	4600	7.9.5
6	Senior Surveyor, Archaeological Survey of India	5500-9000	7450-11500	PB-2	4600	7.9.8
7	Deputy Curator in National Museum	6500-10500	7450-11500	PB-2	4600	7.9.14

8	Posts in the National Archives carrying the pre-revised scale of 6500-10500 and feeder post exists in 5500-9000.	6500-10500	7450-11500	PB-2	4600	7.9.16
9	Microphotographer in National Archives of India	6500-10500	7450-11500	PB-2	4600	7.9.18
MINISTRY OF DEFENCE Department of Defence						
1	Machineman/Operator Offset	4500-7000	5000-8000	PB-2	4200	7.10.17
2	Assistant Master in Military Schools	5500-9000	7450-11500	PB-2	4600	7.10.21
3	Master Gazetted in Military Schools	7500-12000	8000-13500	PB-3	5400	7.10.21
Coast Guard Organisation (General Duty Branch)						
4	Navik	3050-4590	3200-4900	PB-1	2000	7.10.26
5	Uttam Navik	3200-4900	4000-6000	PB-1	2400	7.10.26
6	Pradhan Navik	3200-4900 + spl.pay Rs.50	4500-7000	PB-1	2800	7.10.26
7	Uttam Adhikari	6500-10500	7450-11500	PB-2	4600	7.10.26
8	Pradhan Adhikari	6500-10500+ spl. Pay of Rs.200	7500-12000	PB-2	4800	7.10.26
Coast Guard Organisation (Domestic Branch)						
9	Navik	2750-4400	3050-4590	PB-1	1900	7.10.26
10	Uttam Navik	3050-4590	3200-4900	PB-1	2000	7.10.26
11	Pradhan Navik	3200-4900	4000-6000	PB-1	2400	7.10.26
12	Pradhan Adhikari	6500-10500	7450-11500	PB-2	4600	7.10.26
Coast Guard Organisation (Aviation Branch)						
13	Navik	3050-4590	3200-4900	PB-1	2000	7.10.26
14	Uttam Navik	3200-4900	4000-6000	PB-1	2400	7.10.26
15	Pradhan Navik	4000-6000	4500-7000	PB-1	2800	7.10.26
16	Uttam Adhikari	6500-10500	7450-11500	PB-2	4600	7.10.26
17	Pradhan Adhikari	6500-10500+ Spl. Pay of Rs.200	7500-12000	PB-2	4800	7.10.26
Coast Guard Organisation (Technical Branch)						
18	Uttam Engineer	6500-10500	7450-11500	PB-2	4600	7.10.26
19	Pradhan Engineer	7450-11500	7500-12000	PB-2	4800	7.10.26
Department of Defence Production						
20	Assistant Accounts Officer in DGQA	6500-10500	7450-11500	PB-2	4600	7.10.33

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Department of Defence Research and Development						
21	Examiner Grade I in Defence Institute of Psychological Research	6500-10500	7450-11500	PB-2	4600	7.10.35
22	Senior Technical Assistant in DRDO	6500-10500	7450-11500	PB-2	4600	7.10.39
MINISTRY OF EARTH SCIENCES						
1	Technical Assistants in Centre for Marine Living Resources & Ecology, Kochi	4500-7000	6500-10000	PB-2	4200	7.12.7
MINISTRY OF ENVIRONMENT & FORESTS						
1	Junior Administrative Officer in Zoological Survey of India	6500-10500	7450-11500	PB-2	4600	7.13.9
MINISTRY OF EXTERNAL AFFAIRS						
1	Security Guards	Higher Pay scales as recommended for analogous posts in CISF shall be extended in respect of Security Guards in MEA				7.14.4
2	Superintendent, Central Passport Organization	6500-10500	7450-11500	PB-2	4600	7.14.5
MINISTRY OF FINANCE						
Department of Economic Affairs						
1	Section Officer (Excluded)	7450-11500	7500-12000 8000-13500 (after 4 years)	PB-2 PB-3	4800 5400	7.15.3
2	Assistant Class-II in Govt. Mint	3050-4590	3200-4900	PB-1	2000	7.15.5
3	Supervisor in India Security Press and Currency Note Press	6500-10500	7450-11500	PB-2	4600	7.15.7
4	Deputy Control Officer in India Security Press and Currency Note Press	6500-10500	7450-11500	PB-2	4600	7.15.7
5	Works Engineer in India Security Press and Currency Note Press	6500-10500	7450-11500	PB-2	4600	7.15.7
6	Assistant Class-II in Calcutta Mint	3050-4590	4500-7000	PB-1	2800	7.15.8
7	Technical Wing Officers in Security Printing Press	6500-10500	7450-11500	PB-2	4600	7.15.9
8	Dy. Technical Officer, Security Printing Press	6500-10500	7450-11500	PB-2	4600	7.15.9

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Department of Revenue

9	Income Tax Officers/ Superintendent, Appraisers etc. (Customs & Central Excise)	7500-12000	7500-12000 8000-13500 (after 4 years)	PB-2 PB-2	4800 5400	7.15.17
10	Notice Server	3050-4590	3200-4900	PB-1	2000	7.15.18

MINISTRY OF HEALTH & FAMILY WELFARE

1	Medical Supervisor/Health Visitor	4000-6000	4500-7000	PB-1	2800	7.17.11
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MINISTRY OF HOME AFFAIRS

1	Statistical Investigator Gr.I in RCI	6500-10500	7450-11500	PB-2	4600	7.19.9
2	Additional DIG in CPMFs	14300-18300	16400-20000	PB-4	8900	7.19.33
3	Constable in CPMFs	3050-4590	3200-4900	PB-1	2000	7.19.35
4	Head Constable in CPMFs	3200-4900	4000-6000	PB-1	2400	7.19.35
5	Assistant Sub Inspector in CPMFs	4000-6000	4500-7000	PB-1	2800	7.19.35
6	Inspector in CPMFs	6500-10500	7450-11500	PB-2	4600	7.19.35
7	Subedar Major in CPMFs	6500- 10500+Rs.20 0 pm.	7500-12000	PB-2	4800	7.19.35
8	Constable in Delhi Police	3050-4590	3200-4900	PB-1	2000	7.19.50
9	Head Constable in Delhi Police	3200-4900	4000-6000	PB-1	2400	7.19.50
10	Assistant Sub Inspector in Delhi Police	4000-6000	4500-7000	PB-1	2800	7.19.50
11	Inspector in Delhi Police	6500-10500	7450-11500	PB-2	4600	7.19.50
12	Security Assistant in IB	3050-4590	3200-4900	PB-1	2000	7.19.62
13	Junior Intelligence Officer Gr.II in IB	3200-4900	4000-6000	PB-1	2400	7.19.62
14	Junior Intelligence Officer Gr.I in IB	4000-6000	4500-7000	PB-1	2800	7.19.62
15	ACIO-I in IB	6500-10500	7450-11500	PB-2	4600	7.19.62
16	Sr. Translator in CSOLS	6500-10500	7450-11500	PB-2	4600	7.19.68
17	Asstt. Director (OL) in CSOLS	7500-12000	8000-13500	PB-3	5400	7.19.68
18	Entry Grade in DANICS, DANIPS, Pondicherry Civil Service and Pondicherry Police Service	6500-10500	7500-12000 8000-13500 (after 4 years)	PB-2 PB-3	4800 5400	7.19.51 7.19.68

MINISTRY OF INFORMATION & BROADCASTING

1	Technical Assistants (Advertising) in DAVP	6500-10500	7450-11500	PB-2	4600	7.22.6
2	Assistant Production Manager in DAVP	6500-10500	7450-11500	PB-2	4600	7.22.8
3	Assistant Distribution Officer in DAVP/Assistant Media Executive	6500-10500	7450-11500	PB-2	4600	7.22.8

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4	Assistant Business Manager in Publications Division	6500-10500	7450-11500	PB-2	4600	7.22.12
5	Carpenters in Films Division	3050-4590	3200-4900	PB-1	2000	7.22.14

MINISTRY OF LABOUR & EMPLOYMENT

1	Senior Employment Officer	6500-10500	7450-11500	PB-2	4600	7.23.4
2	Law Officer Grade II in DGMS	6500-10500	7450-11500	PB-2	4600	7.23.11
3	Legal Assistant in DGMS (To be merged with the post of Law Officer Grade II)	5500-9000	7450-11500	PB-2	4600	7.23.11
4	Labour Enforcement Officers in Labour Bureau	6500-10500	7450-11500	PB-2	4600	7.23.14

MINISTRY OF LAW AND JUSTICE

1	Assistant (Legal)	6500-10500	7450-11500	PB-2	4600	7.24.12
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MINISTRY OF MINES

1	Assistant Mining Geologist in IBM	6500-10500	7450-11500	PB-2	4600	7.26.5
2	Assistant Chemist in IBM	6500-10500	7450-11500	PB-2	4600	7.26.5
3	Mineral Officer in IBM	6500-10500	7450-11500	PB-2	4600	7.26.5
4	Senior Scientific Officer in the Directorate General of Mines Safety	6500-10500	7450-11500	PB-2	4600	7.26.11

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS

1	Language Instructors	6500-10500	7500-12000	PB-2	4800	7.32.10
2	Assistant Directors in ISTM	6500-10500	7500-12000	PB-2	4800	7.32.16
3	Constable in CBI	3050-4590	3200-4900	PB-1	2000	7.32.18
4	Head Constable in CBI	3200-4900	4000-6000	PB-1	2400	7.32.18
5	Assistant Sub Inspector in CBI	4000-6000	4500-7000	PB-1	2800	7.32.18
6	Inspector in CBI	6500-10500	7450-11500	PB-2	4600	7.32.18

MINISTRY OF POWER

1	Professional/Statistical Assistant	4500-7000	5000-8000	PB-2	4200	7.35.2
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MINISTRY OF SHIPPING, ROAD TRANSPORT & HIGHWAYS
Border Roads Organization

1.	Technical Assistant, Assistant Engineer and Chief Draughtsman in Deptt. of Road Transport & Highways.	6500-10500	7450-11500	PB-2	4600	7.39.20
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2	Overseer in Border Roads Organisation (To be merged with the promotional post of Superintendent BR Grade II)	3200-4900	5000-8000	PB-2	4200	7.39.22
3	Superintendent Grade II in the Civil Engineering and Electrical & Mechanical Cadre	4500-7000	5000-8000	PB-2	4200	7.39.23
4	Foreman Superintendent (Fire)	4000-6000	4500-7000	PB-1	2800	7.39.28

MINISTRY OF SOCIAL JUSTICE & EMPOWERMENT

1	Senior Investigator in National Commission for Scheduled Castes	6500-10500	7450-11500	PB-2	4600	7.40.4
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MINISTRY OF STATISTICS AND PROGRAMME IMPLEMENTATION

1	Statistical Investigator Grade II (To be merged with the post of Statistical Investigator Gr.I)	6500-10500	7450-11500	PB-2	4600	7.41.5
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MINISTRY OF TEXTILES

1	Assistant Director (Technical) in the Office of Textile Commissioner	6500-10500	7450-11500	PB-2	4600	7.43.11
2	Assistant Director (Economics) in the Office of Textile Commissioner	6500-10500	7450-11500	PB-2	4600	7.43.11
3	Assistant Director (Handicrafts) in the Office of Development Commissioner (Handicrafts)	6500-10500	7450-11500	PB-2	4600	7.43.13

MINISTRY URBAN DEVELOPMENT

1	Assistant Engineer in Engineering Wing of CPWD	6500-10500	7450-11500	PB-2	4600	7.46.12
2	Assistant Director in Horticulture Wing of CPWD	6500-10500	7450-11500	PB-2	4600	7.46.17
3	Technical Officers in Drawing Wing of CPWD	6500-10500	7450-11500	PB-2	4600	7.46.23
4	Legal Assistants in the Directorate of Estates	5500-9000	7450-11500	PB-2	4600	7.46.27
5	UDC Incharge (To be merged with the post of Deputy Store Keeper)	4500-7000	5000-8000	PB-2	4200	7.46.31

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MINISTRY OF WATER RESOURCES						
1	Superintendent in Central Water & Power Research Station	6500-10500	7450-11500	PB-2	4600	7.47.6
2	Assistant Director Gr.II in Central Water Commission	6500-10500	7450-11500	PB-2	4600	7.47.8
MINISTRY OF WOMEN & CHILD DEVELOPMENT						
1	Demonstration Officer Grade I/Senior Technical Assistant/Chemist	6500-10500	7450-11500	PB-2	4600	7.48.5
UNION PUBLIC SERVICE COMMISSION						
1	Estate Manager & Meeting Officer, Jr. Analyst, Jr. Research Officer, Security Officer, Superintendent (DP), Reception Officer, Assistant Library & Information Officer, Data Processing & Processing Assistant and Superintendent (Typing)	6500-10500	7450-11500	PB-2	4600	7.53.6
INDIAN AUDIT AND ACCOUNTS DEPARTMENT						
1	Divisional Accounts Officer Gr.II	6500-10500	7450-11500	PB-2	4600	7.56.13
2	Divisional Accounts Officer Grade-I	7450-11500	7500-12000	PB-2	4800	7.56.13
3	Sr. Divisional Accounts Officer	7500-12000	8000-13500	PB-3	5400	7.56.13
UNION TERRITORIES						
1	Constable in UTs other than Delhi (Constables presently in a pay scale lower than Rs.3050-4590 shall be placed in the revised pay band PB-1 with grade pay of Rs.1800.)	3050-4590	3200-4900	PB-1	2000	7.57.6
2	Head Constable in UTs other than Delhi	3200-4900	4000-6000	PB-1	2400	7.57.6
3	Assistant Sub Inspector in UTs other than Delhi	4000-6000	4500-7000	PB-1	2800	7.57.6
4	Inspector in UTs other than Delhi	6500-10500	7450-11500	PB-2	4600	7.57.6
5	Forest Guard/Forest Protection Force	3050-4590	3200-4900	PB-1	2000	7.57.7

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6	Head Forest Guard	3200-4900	4000-6000	PB-1	2400	7.57.7
7	Forester/analogous posts	4000-6000	4500-7000	PB-1	2800	7.57.7
8	Tehsildars	6500-10500	7450-11500	PB-2	4600	7.57.11
Union Territory of Delhi						
9	Archaeological Engineer in UT of Delhi	6500-10500	7450-11500	PB-2	4200	7.57.15
10	Horticulture Assistant in Department of Archaeology, Govt. of Delhi	4500-7000	6500-10500	PB-2	4200	7.57.16
11	Conservation Assistant in Department of Archaeology, Govt. of Delhi	4500-7000	6500-10500	PB-2	4200	7.57.16
12	Surveyor in Department of Archaeology, Govt. of Delhi	4500-7000	6500-10500	PB-2	4200	7.57.16
13	Horticulture Assistant in Departments of Revenue & Development, UT of Delhi	4500-7000	6500-10500	PB-2	4200	7.57.17
14	Technical Assistant in Departments of Revenue & Development, UT of Delhi	4500-7000	6500-10500	PB-2	4200	7.57.17
15	Plant Protection Assistant in Departments of Revenue & Development, UT of Delhi	4500-7000	6500-10500	PB-2	4200	7.57.17
16	Extension Officer in Departments of Revenue & Development	4500-7000	6500-10500	PB-2	4200	7.57.17
17	Village Level Worker	3200-4000	4000-6000	PB-2	2400	7.57.17
18	Project Officer in UT of Delhi	6500-10500	7450-11500	PB-2	4600	7.57.25
19	Junior Staff Officer in UT of Delhi	6500-10500	7450-11500	PB-2	4600	7.57.29
20	Public Prosecutor	6500-10500	7450-11500	PB-2	4600	7.57.30
Union Territory of Lakshadweep						
21	Assistant Director of Fisheries (To be merged with the post of Dy. Director of Fisheries)	6500-10500	7450-11500	PB-2	4600	7.57.47
22	Fireman	2610-4000	3050-4590	PB-1	1900	7.57.46
Union Territory of Andaman & Nicobar Islands						
23	Patwari in the UT of Andaman & Nicobar Islands and also other UTs irrespective of the designation it carries.	3050-4590	3200-4900	PB-1	2000	7.57.61
Union Territory of Puducherry						
24	Translator, Law Department	4500-7000	5000-8000	PB-2	4200	7.57.65
25	Reporter, Information Department (To be merged with the post of Sub Editor)	4000-6000	4500-7000	PB-1	2800	7.57.66
26	Overseer Grade I, Local Administration Department	4500-7000	5000-8000	PB-2	4200	7.57.68
27	Draughtsman Grade II	4500-7000	5000-8000	PB-2	4200	7.57.68

28	Editor of Debates, Legislative Assembly	6500-10500	7450-11500	PB-2	4600	7.57.71
29	Assistant Engineer (Marine), Fisheries Department	6500-10500	7450-11500	PB-2	4600	7.57.76
30	Overseer, Public Works Department	4000-6000	5000-8000	PB-2	4200	7.57.77
31	Sewage Analyst, Public Works Department (To be merged with the post of Bio Chemist)	5500-9000	7450-11500	PB-2	4600	7.57.77
32	Bio Chemist	6500-10500	7450-11500	PB-2	4600	7.57.77
33	Fieldman, Animal Husbandry Department	3200-4900	4000-6000	PB-1	2400	7.57.79

THE SECOND SCHEDULE

Form of Option

[See Rule ____]

* (i) I _____ hereby elect the revised pay structure with effect from 1st January, 2006.

* (ii) I _____ hereby elect to continue on the existing scale of pay of my substantive/officiating post mentioned below until:

* the date of my next increment _____

The date of my subsequent increment raising my pay to Rs. _____

I vacate or cease to draw pay in the existing scale.

The date of my promotion to _____

Existing Scale _____

Signature _____

Name _____

Designation _____

Office in which employed _____

Date: _____

Station: _____

* To be scored out, if not applicable.

**MEMORANDUM EXPLANATORY TO THE CENTRAL CIVIL SERVICES
(REVISED PAY) RULES, 2008**

Rule 1 - This rule is self-explanatory.

Rule 2 - This rule lays down the categories of employees to whom the rules apply. Except for the categories excluded under clause (2), the rules are applicable to all persons under the rule making control of the President serving in Departments paid from Civil Estimates. They do not apply to the employees under the Ministry of Railways and civilian personnel paid from Defence Services Estimates, for whom separate rules will be issued by the Ministries concerned. The rules do not also apply to Gramin Dak Sevaks in the Department of Posts. The rules, however, apply to work charged establishments.

Rule 3 & 4 - These rules are self-explanatory.

Rule 5 - The intention is that all Government servants should be brought over to the revised pay structure except those who elect to draw pay in the existing scales. Those who exercise the option to continue on the existing scales of pay will continue to draw the dearness allowance at the rates in force on the 1st January, 2006 and the dearness allowance will count towards the emoluments for pension, etc. to the extent it so counted on the said date. If a Government servant is holding a permanent post in a substantive capacity and officiating in a higher post, or would have officiated in one or more posts but for his being on deputation etc., he has the option to retain the existing scale only in respect of one scale. Such a Government servant may retain the existing scale applicable to a permanent post or any one of the officiating posts. In respect of the remaining posts he will necessarily have to be brought over to the revised pay structure.

Rule 6 - This rule prescribes the manner in which option has to be exercised and also the authority who should be apprised of such option. The option has to be exercised in the appropriate form appended to the rules. It should be noted that it is not sufficient for a Government servant to exercise the option within the specified time limit but also to ensure that it reaches the prescribed authority within the time limit. In the case of persons who are outside India at the time these rules are promulgated, the period within which the option has to be exercised is three months from the date they take over charge of the post in India. In the case of Government servants the revised pay structure of whose posts are announced subsequent to the date of issue of these rules, the period of three months will run from the date of such announcement.

Persons who have retired between 1st January 2006 and the date of issue of these rules are also eligible to exercise option.

Rule 7(1) - This rule deals with the actual fixation of pay in the existing scales on 1st January, 2006. A few illustrations indicating the manner in which pay of Government servants should be fixed under this sub-rule subject to stepping up of pay under Notes below rule 7(1) are given in the attached Annexure.

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Rule 7(2) - The benefit of this rule is not admissible in cases where a Government servant has elected the revised pay structure in respect of his substantive post, but has retained the existing scale in respect of an officiating post.

Rule 8 - This Rule prescribes the method of fixation of pay of employees appointed as fresh recruits on or after 1.1.2006.

Rule 9 & 10 - These rules prescribe the manner in which the next increment in the new scale should be regulated. The provisos to this rule are intended to eliminate the anomalies of junior Government servants drawing more pay than their senior by the operation of substantive part of this rule and also taking care of the Government servants who have been drawing pay at the maximum of the existing scale for more than one year as on 1.1.2006 and also those Government servants who have been stagnating at the maximum of the existing scale and are actually in receipt of stagnation increment on ad hoc basis.

Rule 11 to 17 - These rules are self-explanatory.

[F. No. 1/12008-IC]

SUSHAMA NATH, Secy.

Illustration 1 : Fixation of initial pay in the revised pay structure

1.	Existing Scale of Pay	Rs.4000-100-6000
2.	Pay Band applicable	PB-1 Rs.5200-20200
3.	Existing basic pay as on 1.1.2006	Rs.4800
4.	Pay after multiplication by a factor of 1.86	Rs. 8928 (Rounded off to Rs.8930)
5.	Pay in the Pay Band PB-2	Rs.8930
6.	Pay in the Pay Band after including benefit of bunching, if admissible	Rs.8930
7.	Grade Pay attached to the scale	Rs.2400
8.	Revised basic pay - total of pay in the pay band and grade pay	Rs.11330

Illustration 2 : Fixation of initial pay in the revised pay structure of medical officers

1.	Existing Scale of Pay	Rs.10000-15200
2.	Pay Band applicable	PB-3 Rs.15600-39100
3.	Existing basic pay as on 1.1.2006	Rs.10000
	Dearness Pay (DP) on pay + NPA	Rs.6250
	25% NPA on basic pay + DP	Rs.4063
	Dearness Allowance (DA) @ 24%	Rs.4875 (24% of basic pay+DP+NPA)
	Existing emoluments	Rs.25188 (Rounded off to Rs.25190)

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4.	Revised pay in the pay band after multiplication by a factor of 1.86 on basic pay	Rs.18600
5.	DA on NPA	Rs.976 (24% of Rs.4063)
6.	Pay in the Pay Band attached to the scale	Rs.19580 (18600+976=19576 Rounded off)
6.	Grade Pay attached to the scale	Rs.6600
7.	Revised basic pay - total of pay in the pay band and grade pay	Rs.26180
8.	Revised NPA	Rs.6545

Illustration 3**Stage 1 : Initial fixation of Group D employee in -1S**

1.	Existing Scale of Pay	Rs.2500-55-2660-60-3200
2.	Pay Band applicable	-1S Rs.4440-7440
3.	Existing basic pay as on 1.1.2006	Rs.2840
4.	Pay after multiplication by a factor of 1.86	Rs.5282 (Rounded off to Rs.5290)
5.	Pay in the Pay Band	Rs.5290
6.	Pay in the Pay Band after including benefit of bunching, if admissible	Rs.5290
7.	Grade Pay attached to the scale	Rs.1300
8.	Revised basic pay - total of pay in the pay band and grade pay	Rs.6590

Stage 2 : Fixation of Group D employee possessing requisite qualification or after retraining

1.	Existing Scale of Pay	Rs.2500-55-2660-60-3200
2.	Pay Band applicable	PB-T Rs.5200-20200
3.	Existing basic pay as on 1.1.2006	Rs.2840
4.	Pay after multiplication by a factor of 1.86	Rs.5282 (Rounded off to Rs.5290)
5.	Pay in the Pay Band PB-1	Rs.5290
6.	Pay in the Pay Band after including benefit of bunching, if admissible	Rs.5530

7.	Grade Pay attached to the scale	Rs.1800
8.	Revised basic pay – total of pay in the pay band and grade pay	Rs.7330

Illustration 4A : Pay fixation in cases where posts have been upgraded e.g. posts in pre-revised pay scale of Rs.3050-75-3950-80-4590 to Rs.3200 – 85-4900 scale

1.	Existing Scale of Pay	Rs.3050-4590 (Corresponding Grade Pay Rs.1900)
2.	Pay Band applicable	PB-1 Rs.5200-20200
3.	Upgraded to the Scale of Pay	Rs.3200-4900 (Corresponding Grade Pay Rs.2000)
4.	Existing basic pay as on 1.1.2006	Rs.3125
5.	Pay after multiplication by a factor of 1.86	Rs.5813 (Rounded off to Rs.5820)
6.	Pay in the Pay Band PB-2	Rs.5820
7.	Pay in the pay band after including benefit of bunching in the pre-revised scale of Rs.3050-4590, if admissible	Rs.6060
8.	Grade Pay attached to the scale of Rs.3200-4900	Rs.2000
9.	Revised basic pay – total of pay in the pay band and grade pay	Rs.8060

Illustration 4B : Pay fixation in cases where pay scales have been merged e.g. pre-revised pay scales of Rs.5000-8000, Rs.5500-9000 and Rs.6500-10500

1.	Existing Scale of Pay	Rs.5000-150-8000
2.	Pay Band applicable	PB-2 Rs.9300-34800
3.	Merged with the scale of pay	Rs.6500-200-10500
4.	Existing basic pay as on 1.1.2006	Rs.5600
5.	Pay after multiplication by a factor of 1.86	Rs. 10416 (Rounded off to Rs.10420)
6.	Pay in the Pay Band PB-2	Rs.10420
7.	Pay in the Pay Band after including benefit of bunching, if admissible	Rs.10420

- | | | |
|----|---|----------|
| 8. | Grade Pay attached to the scale of
Rs.6500-200-20500 | Rs.4200 |
| 9. | Revised basic pay - total of pay in the pay
band and grade pay | Rs.14620 |

Illustration 5 : Pay fixation on grant of increment in the revised pay structure

- | | | |
|----|-------------------------------------|------------------------------|
| 1. | Pay in the PB-2 | Rs.9300 |
| 2. | Grade Pay | Rs.4200 |
| 3. | Total of pay + grade pay | Rs.13500 |
| 4. | Rate of increment | 3% of 3 above |
| 5. | Amount of increment | Rs.405 rounded off to Rs.410 |
| 6. | Pay in the pay band after increment | Rs.9300 + 410 |
| 7. | Pay after increment | Rs.9710 |
| 8. | Grade pay applicable | Rs.4200 |

15	15 वर्ष के बराबर अथवा इससे अधिक किन्तु 20 वर्ष से कम की अर्हक सेवा पूरी करने पर स्वैच्छिक सेवानिवृत्ति चाहने वाले केन्द्र सरकार के सभी सरकारी कर्मचारियों को एक बार, एकमुश्त, 80 माह के अन्तिम आहरित वेतन अथवा औसत वेतन के बराबर सेवानिवृत्ति के लाभ, इनमें से जो भी सेवानिवृत्त होने वाले कर्मचारी के लिए अधिक लाभप्रद है दिए जाएं तथा इसमें सेवा उपदान और मृत्यु-सह-सेवानिवृत्ति उपदान जैसे लाभ, जो सम्मिलित रूप में होंगे, शामिल होंगे।	स्वीकार नहीं की गई
	(6.2.10)	

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS
(Department of Pension and Pensioners' Welfare)

RESOLUTION

New Delhi, the 29th August, 2008

No.38/37/08-P&PW (A).— The terms of reference of the Sixth Central Pay Commission as contained in the Ministry of Finance (Department of Expenditure) Resolution No.5/2/2006-E.III(A) dated 5.10.2006, as amended from time to time, inter-alia included: "to examine the principles which should govern the structure of pension, death-cum-retirement gratuity, family pension and other terminal or recurring benefits having financial implications to the present and former Central Government employees appointed before January 1, 2004". The Commission submitted its Report to the Government on the 24th March, 2008. Government have considered the recommendations of the Commission on pensionary benefits to Central Government Civil employees, including employees of the Union Territories and Members of the All India Services, contained in Chapters 4, 5 and 6 of the Report of the Commission and have decided that the recommendations shall be broadly accepted subject to certain modifications.

2. The revised pension structure will be effective from 1st January, 2006. 40% of the arrears of pension will be paid in cash in the year 2008-09 and the remaining 60% in the year 2009-10.

3. Detailed recommendations of the Commission and the decisions taken thereon by the Government are listed in the statement annexed to this Resolution. The recommendations made by the Commission, which are not included in the Annexure are being examined by the Government and decisions thereon will be taken as early as possible.

4. Government of India wish to express their deep appreciation of the work done by the Commission in dealing with the various complicated issues involved and presenting a valuable Report.

RAJNI RAZDAN, Secy. (Pension & Pensioners'
Welfare and AR & PG)

ANNEXURE

Statement showing the recommendations of the Sixth Central Pay Commission relating to principles which should govern the structure of pension and other terminal benefits - contained in Chapter 4, 5 and 6 of the Report and decisions of Government thereon.

S. No.	Recommendation	Decision of Government												
1	<p>Older pensioners require a better deal because their needs, especially those relating to health, increase with age. Quantum of pension available to the old pensioners should be increased as follows:-</p> <table><tr><th>On attaining age of</th><th>Additional quantum of pension</th></tr><tr><td>80 years</td><td>- 20% of basic pension</td></tr><tr><td>85 years</td><td>- 30% of basic pension</td></tr><tr><td>90 years</td><td>- 40% of basic pension</td></tr><tr><td>95 years</td><td>- 50% of basic pension</td></tr><tr><td>100 years</td><td>- 100% of basic pension</td></tr></table> <p>(5.1.32)</p>	On attaining age of	Additional quantum of pension	80 years	- 20% of basic pension	85 years	- 30% of basic pension	90 years	- 40% of basic pension	95 years	- 50% of basic pension	100 years	- 100% of basic pension	Accepted
On attaining age of	Additional quantum of pension													
80 years	- 20% of basic pension													
85 years	- 30% of basic pension													
90 years	- 40% of basic pension													
95 years	- 50% of basic pension													
100 years	- 100% of basic pension													
2	<p>Linkage of full pension with 33 years of qualifying service should be dispensed with. Once an employee renders the minimum pensionable service of 20 years, pension should be paid at 50% of the average emoluments received during the past 10 months or the pay last drawn, whichever is more beneficial to the retiring employee. Simultaneously, the extant benefit of adding years of qualifying service for purposes of computing pension/related benefits should be withdrawn as it would no longer be relevant. (5.1.33)</p>	Accepted.												
3	<p>The recommendation regarding payment of full pension on completion of 20 years of qualifying service will take effect only prospectively for all Government employees other than PBORs in Defence Forces from the date it is accepted by the Government. (6.5.3)</p>	Accepted.												
4	<p>All future cases of commutation of pension should be considered as per the revised commutation table annexed to the Report which may be revised periodically by the Government keeping in view the interest rates and the mortality table. (5.1.35)</p>	Accepted.												
5	<p>The revised commutation table will only be used for all future commutations and will not be applied for the past commutations. In respect of post 31.12.2005 pensioners who have already commuted their pension, the revised commutation table shall be used only to compute the amount of pension that has become additionally commutable on account of retrospective implementation of the revised pay scales. In case such an option is exercised by the retiree. For all future pensioners, the commutation of pension shall be computed and paid as per the revised commutation table. (6.5.3)</p>	Accepted												

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6	The maximum pecuniary limit of Rs.3.5 lakh on payment of gratuity should be raised to Rs.10 lakh. (5.1.37)	Accepted												
7	In case of Government employees dying in harness, family pension may be paid at enhanced rates for a period of 10 years. (5.1.42)	Accepted												
8	The dependency criteria for all purposes should be the minimum family pension along with dearness relief thereon. This should also be followed in cases relating to payment of family pension as well. (5.1.42)	Accepted												
9	<p>In accordance with recommendations for paying higher quantum of pension to very old pensioners, quantum of family pension payable to similarly old family pensioners would also need to be increased. Quantum of pension available to the family pensioners should also be increased on par with that recommended for pensioners as under:-</p> <table><tr><td>On attaining age of</td><td>Additional quantum of family pension</td></tr><tr><td>80 years -</td><td>20% of basic family pension</td></tr><tr><td>85 years -</td><td>30% of basic family pension</td></tr><tr><td>90 years -</td><td>40% of basic family pension</td></tr><tr><td>95 years -</td><td>50% of basic family pension</td></tr><tr><td>100 years-</td><td>100% of basic family pension</td></tr></table> <p>(5.1.42)</p>	On attaining age of	Additional quantum of family pension	80 years -	20% of basic family pension	85 years -	30% of basic family pension	90 years -	40% of basic family pension	95 years -	50% of basic family pension	100 years-	100% of basic family pension	Accepted
On attaining age of	Additional quantum of family pension													
80 years -	20% of basic family pension													
85 years -	30% of basic family pension													
90 years -	40% of basic family pension													
95 years -	50% of basic family pension													
100 years-	100% of basic family pension													
10	In the case of disability pension, for 100% disability where the individual is completely dependent on somebody else for day to day functions, no Constant Attendant Allowance is available under the CCS (Extraordinary) Pension Rules, 1939. Such Constant Attendant Allowance is available in the Defence Forces. A similar allowance needs to be extended in respect of civilian retirees as well because their requirement would be similar. Accordingly, a constant attendant allowance should be introduced, on the lines existing in Defence Forces under the CCS (Extraordinary) Pension Rules, 1939 as well. (5.1.42)	Accepted												
11	The rates of exgratia may be doubled and raised to Rs.10 lakhs in cases of death occurring due to accidents in the course of performance of duty whether attributable to acts of violence by terrorists, anti-social elements etc. or otherwise and to Rs.15 lakhs in cases of death occurring due to enemy action in international war or border skirmishes or action against militants, terrorists, extremists in the border posts, or on account of natural disasters, extreme weather conditions while on duty in the specified high altitude, inaccessible border posts, etc. (5.1.45)	Accepted												
12	All past pensioners should be allowed fitment benefit equal to 40% of the pension excluding the effect of merger of 50% dearness allowance/ dearness relief as pension (in respect of pensioners retiring on or after 1/4/2004) and dearness pension (for other pensioners) respectively. The increase will be allowed by subsuming the effect of conversion of 50% of dearness relief/ dearness allowance as dearness pension/dearness pay. Consequently, dearness relief	Accepted with the modification that fixation of pension shall be based on a multiplication factor of 1.86, i.e. basic pension + Dearness Pension (wherever applicable) + dearness relief of 24% as on 1.1.2006, instead of 1.74.												

	at the rate of 74% on pension (excluding the effect of merger) has been taken for the purposes of computing revised pension as on 1/1/2006. This is consistent with the fitment benefit being allowed in case of the existing employees. The fixation of pension will be subject to the provision that the revised pension, in no case, shall be lower than fifty percent of the sum of the minimum of the pay in the pay band and the grade pay thereon corresponding to the pre-revised pay scale from which the pensioner had retired. (5.1.47)	
13	For purposes of nomination for eligibility to get family pension etc., the term 'Family' is divided into two categories with the relations mentioned in first category having precedence over relations mentioned in the second category. The first category includes sons and unmarried daughters. However, widowed daughters have been placed in the second category. This is discriminatory towards the widowed daughters especially as sons, whether married/ unmarried/ widowers/divorced have been placed in the first category. For purposes of eligibility for Family Pension and other related benefits, the widowed daughters should also be placed in the first category. (5.1.53)	Accepted
14	The childless widow of a deceased Government employee should continue to be paid family pension even after her remarriage subject to the condition that the family pension shall cease once her independent income from all sources becomes equal to or higher than the minimum prescribed family pension in the Central Government. (5.1.55)	Accepted
15	All Central Government employees seeking voluntary retirement on completion of qualifying service equal to or more than 15 years but less than 20 years should be paid one time, lump-sum, retirement benefit equal to 80 months' salary last drawn or average salary, whichever is more beneficial to the retiring employee inclusive of benefits like service gratuity and death-cum-retirement gratuity that shall stand subsumed. (6.2.10)	Not accepted

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29th EXECUTIVE COMMITTEE MEETING (DATED 04.12.1998)

ITEM : 7 Rationalisation of Cadre Structure of ministerial staff of Employees' Provident Fund Organisation, re-designation of the post of Superintendent and amendments to the Recruitment Rules.

The proposal relates to re-structuring of cadre of Lower Division Clerks, Upper Division Clerks, Assistants and Superintendents in the Head Office of Employees' Provident Fund Organisation. There has been persistent demand from the Central Provident Fund Employees' Union (Recognised) of Head Office for rationalisation of the Ministerial Staff Cadre of Head Office at par with the Central Government Ministries / Departments to provide proper career avenues to the direct recruit and meritorious employees of the Head Office and who have been performing strenuous duties.

At present the Head Office has been broadly organised into following wings, namely:

- Finance & Accounts
- Personnel & Training
- Enforcement & Inspection
- Pension
- Computer
- Vigilance
- Public Grievances Handling System
- Construction
- Publicity

2. These wings in turn have been organised into branches / directorates and sections. The broad activities of the Head Office are as follows:-

- Policy Formulation
- Monitoring the Administrative working of Zones / Regions
- Investment of funds
- Human Resource Development Policy
- Legal
- Macro level Computerisation / Policy
- Personnel Administration
- Finance & Budget
- Training
- Management Information System (MIS)
- Industrial Relations
- Vigilance
- Publicity
- Public Grievances
- Construction and Maintenance of EPF Buildings

3. There are altogether 51 sections and each section is headed by a Superintendent and is assisted by minimum number of Assistants, Upper Division Clerks and Lower Division Clerks. The functions and role of each section and its staff in the Head Office of the Employees' Provident Fund Organisation are similar to that of sections and dealing hands manning these Sections of Central Government Ministries and Departments.

4. At present, the Lower Division Clerks and Upper Division Clerks of Employees' Provident Fund Organisation are drawing the pay and allowances similar to the pay and allowances provided to their counter – parts in the Central Government Ministries and Departments. However the existing pay structure of the Assistants and Sectional Heads i.e. Superintendent in the Employees' Provident Fund Organisation is at variance with the posts of Central Government Ministries / Departments which is as given below:-

Posts	Pre-revised/revised pay scale in Employees' Provident Fund Organisation	Posts in Ministry / Departments	Pre-revised / revised pay scale in Departments / Attached / Sub-ordinate
LDC	Rs.950-1500 Rs.3050-4590	LDC	Rs.950-1500 Rs.3050-4590
UDC	Rs.1200-2040 Rs.4000-6000	UDC	Rs.1200-2040 Rs.4000-6000
Assistant	Rs.1400-2300 Rs.4500-7000	Assistant	Rs.1640-2900 Rs.5500-9000
Superintendent	Rs.1640-2900 Rs.5500-9000	Section Officer	Rs.2000-3500 Rs.6500-10500

5. The 5th Central Pay Commission though has deliberated on the issue of pay scales of the above posts in the Central Secretariat / Central Government Departments but the recommendations do not provide enough guidance to the organisation like Employees' Provident Fund Organisation because the autonomous organisations were not taken into consideration and were out of the purview of the 5th Central Pay Commission. For the Central Secretariat, i.e. Central Government Ministries / Departments the pay scales recommended for the post of Assistant is Rs.5500-175-9000 and for the Section Officer is Rs.6500-200-10500.

6. The Head Office of the Employees' Provident Fund Organisation is performing the tasks similar to the Central Secretariat employees posted in Ministries / Departments of Government

of India. The Head Office is responsible for conducting of all Meetings of Central Board of Trustees and Executive Committee of Employees' Provident Fund . It also provides information and interacts with Officers of Ministry of Labour and other Ministries / Departments Offices of the Government of India. The Head Office is also responsible to provide guidance on all policy matters to its Regional Offices, Training institutes, Sub-Regional Offices / Sub-Accounts Offices and other field offices.

7. As mentioned above, the structure of the Organisation and the responsibilities of personnel manning up to the section level are shouldering the responsibilities which are similar to their counter-parts in the Central Government Ministries / Departments Office and are thus covered for the purpose of pay parity under the statutory provisions of Section 5D(7) (a) of Employees' Provident Funds & Miscellaneous Provisions Act, 1952. There is a need for rationalisation of the existing method of recruitment, pay and allowances and designation of the ministerial staff of Head Office of Employees' Provident Fund Organisation keeping in view the responsibilities assigned to the staff.

8. There is no difference in the pay scale for the post of Lower Division Clerks and Upper Division Clerks. However there is a difference in the pay scales at the level of Assistant and Section Head (Superintendents) although there is virtually no difference in the duties and responsibilities between the staff of the Head Office of the Employees' Provident Fund Organisation and the Ministries / Departments of Central Government. For better appreciation, a comparative statement of the duties and responsibilities in Central Government Departments, vis-à-vis the Assistants and Section Head of the Employees' Provident Fund Organisation is given in Annexure-I and Annexure-II.

9. The growing responsibilities of the Employees' Provident Fund Organisation in view of the implementation of new schemes, new thrust of accountability devolved on personnel at all levels and introduction of effective mechanism of redressal of grievance, warrant higher motivation level and improvement in the efficiency of the Head Office. It is desirable to restructure the existing cadres at level of Assistant / Office Superintendents who are the key functionaries by revising the existing Recruitment Rules and also by providing the corresponding pay scales as applicable to their counter-parts in the Ministries / Departments Offices of the Government of India.

10. As per Section 5D(7) (b) of Employees' Provident Funds & Miscellaneous Provisions Act, 1952 while determining the pay scales of Officers and employees of Employees' Provident

Fund Organisation, the Central Board has to take into consideration the educational qualifications, method of recruitment, duties and responsibilities entrusted to the Officers and employees under the Central Government. For the reasons already mentioned above, it is considered that the personnel in the Head Office of Employees' Provident Fund Organisation at the level of Assistants and the Section Officers are entitled to the pay scales similar to the Ministries / Departments of Central Government as their method of recruitment, educational qualification prescribed for the posts and the responsibilities in Employees' Provident Fund Organisation are comparable in all aspects to the staff of corresponding ranks in the Government of India.

11. Executive Committee may kindly consider and approve the following cadre structure of Ministerial staff of the Head Office of the Employees' Provident Fund Organisation:-

Designation	Number of Posts	Pay Scale	Revised Designation	Pay Scale
Lower Division Clerk	68	Rs.3050-4590	No change	No change
Upper Division Clerk	98	Rs.4000-6000	No change	No change
Assistant	73	Rs.4500-7000	No change	Rs.5500-9000
Superintendent	51	Rs.5500-9000	Section Officer	Rs.6500-10500

12. It may be submitted that the Head Office has separate seniority rolls for each post from Lower Division Clerk to Superintendent. Re-structuring of the ministerial staff of the Head Office will not affect the seniority/ service conditions of the ministerial staff posted in Regional Offices / Sub-Regional Offices and other lower formations. The designations of the posts above the level of Upper Division Clerks and service conditions are different in the Head Offices and other Offices.

13. Keeping in view the requirement of providing the pay scales to the staff of the Employees' Provident Fund Organisation, similar to the Central Government Ministries / Departments it is proposed to revise the existing Recruitment rules of the posts of Assistant and Superintendent (Section Officer). A statement indicating the existing provisions of the Recruitment Rules of these posts and the proposed amendment to the recruitment rules is placed at Annexure-III.

14. The rules will be processed for notification in the Gazette for the post of Assistant / Section Officers as per the guidelines issued by the Department of Personnel & Training in consultation with Union Public Service Commission after the proposal is approved by the Executive Committee.

15. Similar to the Government of India, it is proposed to introduce an element of direct recruitment of 25% at the level of Assistant and 25% will be by promotion on the basis of Departmental Competitive Examination, 50% will be by promotion based on the non-selection basis i.e. seniority-cum-fitness. By this method, the Organisation will be able to infuse fresh blood of qualified graduates at the level of Assistants, simultaneously retaining incentive of promotional avenues to the deserving departmental candidates who join at the lowest rung of Lower Division Clerk.

16. For promotion to the post of Superintendents, which are proposed to be re-designated as Section Officers, the proposal is to fill up 50% by departmental promotion, on merit-cum-seniority basis, 25% by departmental competitive examination and 25% by direct recruitment through Union Public Service Commission.

17. The Executive Committee may also consider and approve the amendments proposed to the recruitment rules for the post of Assistant and redesignated post of Section Officer as per the draft rules placed at Annexure-III.

ANNEXURE-I

A COMPARATIVE STATEMENT OF DUTIES AND RESPONSIBILITIES

DUTIES AND RESPONSIBILITIES OF ASSISTANT IN THE CENTRAL GOVERNMENT MINISTRY/DEPARTMENT	DUTIES AND RESPONSIBILITIES OF ASSISTANT IN THE E.P.F. ORGANISATION
<p>He works under the orders and supervision of the Section Officer and is responsible for the work entrusted to him</p> <p>Where the line action on a case is clear or clear instructions have been given by the Branch Officer or higher Officers, he should put up a draft without much noting. In other cases he will put up a note keeping in view the following points:-</p>	<p>In addition to the duties outlined in the Manual of Office Procedure considering the uniqueness of work in the Head Office of Employees Provident Fund Organisation, the duties of Assistants are also as under:-</p>
<p>(i) to see whether all facts as open to check have been correctly stated.</p> <p>(ii) to point out any mistakes or mis-statements of the facts,</p> <p>(iii) to draw attention where necessary to precedents or Rules and Regulations on the subject.</p> <p>(iv) to put up the Guard File, if necessary, and supply other relevant facts and figures.</p> <p>(v) to bring out clearly the question under consideration and suggest a course of action wherever possible</p> <p>Source : Chapter II, Machinery of Govt. Manual of Office Procedure</p>	<p>(i) To critically examine all matters relating to Personnel Administration including creation of posts/notification of Recruitment Rules etc.</p> <p>(ii) To critically examine the proposals received from Regional Offices seeking clarifications in regard to various service matters/ Govt. instructions issued from time to time.</p> <p>(iii) To critically examine the proposals received from Regional Offices in regard to exemption of Establishments from PF/EDLI/ Pension Scheme under the various provisions of the Act/paras of the Schemes framed under the Act.</p> <p>(iv) To critically examine the reports received from the Regions indicating the recovery status etc.</p> <p>(v) To critically examine the various proposals in regard to amendments/modifications in the provisions of the Act/paras of the Schemes framed under the Act.</p> <p>(vi) To critically examine the expenditure and Income status of the Regions and budget allocations.</p> <p>(vii) To consolidate various accounts of the Organisation for preparation of Annual Accounts of the Organisation.</p> <p>(viii) Implementation of the Government policy in regard to redressal of Public Grievances and monitoring of their status in Regional Offices/Sub-Regional Offices.</p> <p>(ix) Collection/collation of data relating to the Agenda points for the CBT/Excutive Committee.</p>

ANNEXURE-II	
A COMPARATIVE STATEMENT OF DUTIES AND RESPONSIBILITIES	
DUTIES AND RESPONSIBILITIES OF SECTION OFFICER IN THE CENTRAL GOVERNMENT MINISTRY/DEPARTMENT	DUTIES AND RESPONSIBILITIES OF SUPERINTENDENT IN THE EMPLOYEES' PROVIDENT FUND ORGANISATION
<p>1. GENERAL DUTIES</p> <p>(i) Distribution of work among the staff as evenly as possible - that is one Assistant should not be over loaded while the other is idle;</p> <p>(ii) Training, helping and advising the staff;</p> <p>(iii) Management & Co-ordination of the work</p> <p>(iv) Maintenance of order and discipline in the Section.</p> <p>(v) Maintenance of a list of residential addresses of the staff.</p>	<p>A Superintendent is primarily responsible for the quick and efficient disposal of the work allotted to his section. The main duties which he would perform in order to discharge his responsibility are as follows:</p> <p>(i) To examine all receipts pertaining to his section and to distribute them properly amongst his staff;</p> <p>(ii) To see whether any receipts are of an immediate, difficult nature and if so, to deal with such receipts himself or to give special instructions to the dealing assistant or clerk so as to ensure their quick and efficient disposal;</p> <p>(iii) To try his best to see that all immediate receipts in his section are put on the day of receipt, all urgent receipts at least the next day and all ordinary receipts within three days, and to ensure that in no case is any receipt kept pending for over seven days;</p>
<p>2. RESPONSIBILITIES RELATING TO DAK:</p> <p>(i) To go through the receipts;</p> <p>(ii) To submit receipts which should be seen by the Branch Officer or higher Officers at the dak stage;</p> <p>(iii) To keep a watch on any holding in the movement of dak; and</p> <p>(iv) To scrutinise the Section diary once a week to know that it is being properly maintained.</p>	<p>(iv) To scrutinise the notes and draft of the dealing assistants and clerk to revise them if necessary and to submit them to his immediate superior in case where such submission is called for;</p> <p>(v) To ensure that all approved drafts and all office copies are added to the relevant files without any delay;</p>
<p>3. RESPONSIBILITIES RELATING TO ISSUE OF DRAFT:</p> <p>(i) To see that the draft is letter perfect i.e. all corrections have been made before it is marked for issue;</p> <p>(ii) To indicate whether a clean copy of the draft is necessary;</p> <p>(iii) To indicate the number of spare copies required;</p> <p>(iv) To indicate priority marking;</p> <p>(v) To indicate mode of despatch.</p>	<p>(vi) To ensure by inspection of the tables and racks of his staff, that the entries made by them in the arrears report are in order and that no papers or files are overlooked.</p> <p>(vii) To see that all periodical returns are received and issued well within the prescribed dates;</p> <p>(viii) To keep a note in his personal note book or desk calendar of important cases requiring prompt action or action to be completed by a specified date, and to see that necessary action is taken in time;</p> <p>(ix) To maintain a sectional note book containing important decisions for purpose of reference and to ensure that entries in the book are made as soon as decisions are taken;</p>
<p>4. RESPONSIBILITIES FOR EFFICIENT AND EXPEDITIOUS DISPOSAL OF WORK AND CHECKS ON DELAY:</p> <p>(i) To keep a note of important receipts with a view to watching the progress of action.</p> <p>(ii) To ensure timely submission of arrears and other returns;</p> <p>(iii) To undertake inspection of Assistants' tables to</p>	<p>(x) To ensure that files on which action is completed are promptly indexed stitched and recorded;</p> <p>(xi) To scrutinise the section diary, intersectional movement register, file register and all other register once a week to see that they are properly maintained and dated initials beings appended at the close of each scrutiny.</p> <p>(xii) To see that all papers, files, reference books spare copies and other documents are arranged properly</p>

<p>ensure that no paper of file has been over loaded;</p> <p>(iv) To ensure that cases are not held up at any stage;</p> <p>(v) To go through the list of periodical returns every week and take suitable action on items requiring attention during next week.</p> <p>5. INDEPENDENT DISPOSAL OF CASES .</p> <p>He should take independently action of the following types:</p> <p>(i) Issuing reminders;</p> <p>(ii) Obtaining or supplying factual in-formation of a non-classified nature;</p> <p>(iii) Any other action which a Section Officer is authorised to take independently.</p> <p>6. DUTIES IN RESPECT OF RECORDING AND INDEXING:</p> <p>(i) To approve the recording of files and their classification;</p> <p>(ii) To review the recorded file before distribution;</p> <p>(iii) To order and supervise periodic weeding of unwanted spare copies.</p> <p>(iv) Ensuring proper maintenance of registers required to be maintained in the section.</p> <p>7. Ensuring proper maintenance of reference books, office chairs etc. and keep them up-to-date.</p> <p>8. Ensuring neatness and hygiene in the section.</p> <p>9. Dealing with important and complicated cases himself.</p> <p>10. Ensuring strict compliance with Departmental Security Instructions.</p> <p>Source : Chapter II, Machinery of Govt Manual of Office Procedure</p>	<p>and that unnecessary papers are weeded out periodically;</p> <p>(xiii) To check late attendance, to maintain order and discipline and to train, help and advise his staff;</p> <p>(xiv) To see that all the work in his section is handled in a methodical manner, with due regard to his need for economy in men material and time and to suggest improvements in methods of works wherever possible;</p> <p>(xv) To attend to the visitors referred by Grievance Cell, provide information and redressal of grievances.</p> <p>(xvi) To perform any other functions that may be assigned to him from time to time by his immediate superior or other officers.</p>
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The present and proposed pay scales and method of recruitment is given below:

Existing Recruitment Rules is respect of Superintendent		Proposed Recruitment Rules in respect of Section Officer	
Pay Scales	<p>Pre-revised Rs.1640-60-2600-EB-75-2900</p> <p>Revised Rs.5500-175-9000</p>	<p>Pre-revised Rs.2000-60-2300-EB-75-3200-100-3500</p> <p>Revised Rs.6500-200-10500</p>	
Method of Recruitment	<p>(i) 50% by promotion (other than Examination & Recruitment Quota failing which by Direct Recruitment</p> <p>(ii) 25% by promotion on the basis of the departmental examination failing which by Direct Recruitment</p> <p>(iii) 25% by Direct Recruitment</p>	<p>(i) 50% by promotion on merit-cum-seniority (other than Examination and Recruitment Quota) failing which by Direct Recruitment</p> <p>(ii) 25% by promotion on the basis of the departmental competitive Examination failing which by Direct Recruitment</p> <p>(iii) 25% by Direct Recruitment through Union Public Service Commission</p>	
Educational Qualifications for the Direct Recruits	<p>Direct Recruitment for the post of Section Officers is done through Civil Services Examination. Minimum educational qualification is Graduation.</p>	<p>(i) Degree of a recognised University or equivalent</p> <p>(ii) 3 years experience of administration, accounts and establishment work in a supervisory capacity in a Government Office or a Public body or a Commercial organisation of repute</p> <p>Desirable: Knowledge of Government Rules and Regulations</p>	

Existing Recruitment Rules in respect of Assistant		Proposed Recruitment Rules in respect of Assistant	
Pay Scales	<p>Pre-revised Rs.1400-40-1800-EB-50-2300</p> <p>Revised Rs.4500-125-7000</p>	<p>Pre-revised Rs.1640-60-2600-EB-75-2900</p> <p>Revised Rs.5500-175-9000</p>	
Method of Recruitment	<p>(i) 75% by promotion on the basis of seniority subject to rejection of the unfit</p> <p>(ii) 25% by promotion through Departmental Examination failing which by Direct Recruitment</p>	<p>(i) 50% by promotion on the basis of seniority subject to rejection of the unfit.</p> <p>(ii) 25% by promotion through Departmental competitive Examination failing which by Direct Recruitment</p> <p>(iii) 25% by Direct Recruitment through Staff Selection Commission</p>	
Educational Qualifications for the Direct Recruits	No Direct Recruitment	Degree of a recognised University or equivalent. Direct Recruitment is proposed to be done through Staff Selection Commission or a similar examination to be conducted by Employees' Provident Fund Organisation as per the educational qualifications and age limit prescribed for the candidates for the post of Assistant (Direct Recruits)	

FINAL MINUTES OF THE 29TH MEETING OF THE EXECUTIVE COMMITTEE OF THE CBT, EPF HELD ON 04.12.98

MEETING : EXECUTIVE COMMITTEE, CBT, EPF
Date : 4.12.1998
Venue : Committee Room, Shram Shakti Bhawan, New Delhi.

29th Meeting of the Executive Committee of the Central Board of Trustees, Employees' Provident Fund was held under the Chairmanship of Dr. Lakshmidhar Mishra, Chairman, Executive Committee, Central Board of Trustees Employees' Provident Fund and Secretary, Ministry of Labour. Following members attended the meeting:

- | | | | |
|----|----------------------------------|---|-------------------------------------|
| 1. | Shri R.K. Saini | } | |
| | Joint Secretary to the | } | |
| | Government of India | } | |
| | Ministry of Labour | } | |
| | | } | Central Government |
| 2. | Shri A.Bhattacharya | } | Representatives |
| | Director of Finance, | } | |
| | in place of Mrs. Pravin Tripathi | } | |
| | Financial Advisor | } | |
| | Ministry of Labour | } | |
| 3. | Shri C.P. Mishra | } | |
| | Addl. Chief Secretary & | } | |
| | Principal Secretary Labour | } | |
| | Government of Assam | } | State Government |
| | | } | Representatives |
| 4. | Shri S.P. Elangovan, | } | |
| | Secretary Labour, | } | |
| | Government of Tamil Nadu | } | |
| 5. | Shri N. Kannan | } | |
| | | } | Employers' |
| 6. | Shri A.S. Kasliwal | } | Representatives |
| 7. | Shri Parduman Singh | } | |
| | | } | Employees' |
| 8. | Shri A.Venkataram | } | Representatives |
| 9. | Shri R.S. Kaushik | | Central Provident Fund Commissioner |

Secretary to the Government of Rajasthan could not attend the meeting due to pre-occupation and was granted leave of absence.

Item No. 6 Revised Estimates for the year 1998-99 and Budget Estimates for the year 1999-2000 for the Employees Provident Fund Scheme, 1952 (Including Employees' Pension Scheme, 1995) and the Employees' Deposit Linked Insurance Scheme, 1976.

Shri Parduman Singh proposed that these item numbers 4, 5 and 6 could be considered in detail in the ensuing CBT meeting dated 5.12.98. The other members of the Committee also supported the proposal. It was decided to discuss the items in detail in CBT meeting on 5.12.98.

Item No. 7 Rationalisation of Cadre Structure of ministerial staff of Employees Provident Fund Organisation - Redesignation of the post of Superintendent and amendments to the Recruitment Rules.

Shri Parduman Singh observed that Section 5D (7) of EPF Act did not leave any scope for any deviation. Hence, the proposal for bringing about amendments to the Recruitment Rules for the post of Assistant And redesignating Superintendents as Section Officers should be approved.

Shri R.K. Saini, however, observed that

- According to the prevailing pattern in Government of India, two separate scales of pay had been provided for the Ministry and attached offices level.
- A detailed analysis will be necessary for deciding about the parity of the Assistants and Superintendents with the corresponding categories in the Central Government, field staff of EPFO and other such Organisations under the Ministry of Labour.
- The matter needs to be viewed with reference to duties and responsibilities assigned. It is not only relating to 73 Assistants and 51 Superintendents at the EPF Head Office, as it may have repercussion in the field offices also.

Shri A. Venkataram felt that equity and justice demanded that the officials of the EPFO should be brought at par with the Central Government employees. The employees of EPFO are entitled to the corresponding scales of pay of the Central Government employees on which the agenda has been incorporated.

Shri Kannan observed that detailed examination would be needed including financial aspects and other implications/repercussions of the proposal considering the duties and responsibilities of various posts.

The Chairman felt that appropriate decision should be taken considering the need for observance of justice and equity for the concerned staff. In view of lack of consensus amongst the members of the Executive Committee it was decided that the matter should be referred to the Sub-Committee constituted for the purpose of Vth Pay Commission. The Sub-Committee will conduct a detailed analysis keeping in view the nature of duties and responsibilities and the provisions contained in Section 5D(7) of the EPF and MP Act, 1952.

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The Sub-Committee may consider all aspects of the mode of recruitment, qualification, duties and responsibilities of both the categories.

The matter may not, however, be linked with Vth Pay Commission issues and will be considered by the Sub-Committee separately.

It was also decided to extend the term of the Pay Committee upto February, 1999. Shri Kannan proposed extension as this was considered necessary keeping in view the requests made by the EPF Employees' and Officers Representatives to submit their comprehensive proposals.

Item No. 8 Norms of opening of Regional/Sub-Regional and Sub-Accounts Offices of Employees' Provident Fund Organisation.

Shri Parduman Singh proposed the following amendments in the proposed guidelines in the agenda item:

- Offices of EPFO should normally be opened in each district.
- If two three districts are small, then districts can be combined for the purpose of opening of a single office.
- There should be no criteria of distance for opening of new offices.
- State Boards may be constituted as per provisions in Scheme.

Shri C.P. Mishra observed that in the north-eastern States, the population is scattered in small pockets in remote areas. If the proposed guidelines are implemented, practically no sub-office could be opened in North East States.

Shri Parduman Singh proposed that Regional Committee should be asked to send proposals for opening of SRO and SAO in their next meetings.

After discussion, it was decided that in addition to points secured by any proposal as given in agenda item, following modifications may be made:-

- In the list of big cities, Kanpur, Ludhiana and cities with more than 5 lakhs population may be included for opening of Sub-Accounts Office.
- For opening a Sub-Regional Office, the distance between the RO and the proposed SRO should be 50 to 100 Kms.
- 25,000 members or more should be covered under any Sub-Office.

The proposal contained in the agenda was approved accordingly and formal orders incorporating all necessary parameters should be issued.

38th EC Meeting

Item No. 5: Implementation of notified Recruitment Rules and the same pay scale of Section Officer in Central Secretariat for the post of Superintendents to be redesignated as Section Officer and the same Recruitment Rules and pay scale of Assistant cadre to the Assistant in Employees' Provident Fund Organisation..

In Employees' Provident Fund Organisation Headquarters the Ministerial cadre consists of the following:

Posts in EPFO	Pay scale in Employees' Provident Fund Organisation
LDC	Rs.3050-4590/-
UDC	Rs.4000-6000/-
Assistant	Rs.5000-8000/-
Supdt.	Rs.5500-9000/-

A demand from the Ministerial staff posted at Headquarters in which they had requested the Management to grant them the same pay scales as have been granted to their counter parts under Government of India, has been pending since long. The matter was therefore placed before the Executive Committee in its 29th Meeting held on 4.12.1998 as an agenda for rationalization of cadre structure of Ministerial Staff posted in Headquarters. The Executive Committee referred the matter to the sub-pay-committee for grant of rationalized pay scale and cadre structure to ministerial staff working in Headquarters on the same analogy as are applicable to their counter parts under Government of India. The pay scales of Ministerial Staff in Employees' Provident Fund Organisation under Government of India are given below:-

Posts in EPFO	Pay scale in EPFO	Posts in Ministries/ Departments	Pay scale in Ministries/ Departments
LDC	Rs.3050-4590/-	LDC	Rs.3050-4590/-
UDC	Rs.4000-6000/-	UDC	Rs.4000-6000/-
Assistant	Rs.5000-8000/-	Assistant	Rs.5500-9000/-
Supdt.	Rs.5500-9000/-	Section Officer	Rs.6500-10500/-

The matter of restructuring of ministerial cadre in Headquarters as recommended by the Sub-Committee was discussed in Executive Committee in its 33rd Meeting held on 14.3.2000. The Executive Committee approved the grant of rationalized pay scales applicable to Ministerial Staff under Government of India as mentioned in the above table and also recommended the modified Recruitment Rules which are given below:

Post	Existing Recruitment Rules in Employees' Provident Fund Organisation	Modified Recruitment Rules
Supdt.	i) 50% by promotion (other than examination) failing which by D.R. ii) 25% by promotion on the basis of Departmental Competitive Examination, failing which by D.R. iii) 25% by Direct Recruitment	i) 50% by promotion failing which by Direct Recruitment. ii) 25% through Limited Departmental Competitive Exam failing which by Direct Recruitment. iii) 25% Direct Recruitment through UPSC.
Assistant	i) 75% by promotion. ii) 25% by Limited Departmental Examination.	i) 75% by promotion. ii) 25% by Limited Departmental Examination.

A proposal was referred to Government of India for approval of implementation of rationalized pay scales of Ministerial Staff but the government did not approve the same and raised objection that Recruitment Rules for the post of Superintendent and Assistant of Employees' Provident Fund Organisation are not at par with the Recruitment Rules of these posts in Ministries and Central Secretariat.

The matter was discussed with senior functionaries in Ministry of Labour and the concerned authorities of Ministry of Labour has stated that in case the Employees' Provident Fund Organisation revise the Recruitment Rules of Ministerial staff and follow the same Recruitment Rules as are applicable to their counter parts in Central Government departments there is no necessity of getting approval from the government for implementation of rationalized scales.

Central Board of Trustees is fully competent to implement any pay scale, Recruitment Rules and Service Conditions for staff and officers of Employees' Provident Fund Organisation under section 5(D) (7)(a) of EPF & M.P Act as are applicable to staff and officers working under Central Government. The provisions of Section 5D (7)(a) are reproduced below:

“(7)(a) The method of recruitment, salary and allowances, discipline and other conditions of service of the Additional Central Provident Fund Commissioner, Deputy Provident Fund Commissioner, Regional Provident Fund Commissioner, Assistant Provident Fund Commissioner and other officers and employees of the Central Board shall be such as may be specified by the Central Board in accordance

with the rules and orders applicable to the officers and employees of the Central Government drawing corresponding scales of pay.”

The Executive Committee, Central Board of Trustees is requested to consider the following proposed Recruitment Rules for the post of Assistant and Superintendent to be redesignated as Section Officer posted in EPF Headquarters which are applicable to Ministries and approve these Recruitment Rules to be followed in EPF Headquarters:

Post	Proposed Recruitment Rules to be adopted in EPFO {These rules are applicable in Ministries}
Supdt./ Section Officer	i) 40% by promotion from amongst Assistants of EPFO with eight years regular service. ii) 40% through Limited Departmental Competitive Exam for Assistants (regular)/ P.A(Regular) iii) 20% by Direct Recruitment through UPSC.
Assistant	i) 50% by promotion on the basis of seniority subject to rejection of unfit (UDCs with five years regular service are eligible). ii) 50% by Direct Recruitment through Staff Selection Commission.

JUSTIFICATION FOR ADOPTING RATIONALIZED PAY SCALES AND RECRUITMENT RULES AS ARE APPLICABLE TO THE POST OF ASSISTANT AND SECTION OFFICER IN EPFO:

Assistant: In the existing Recruitment Rules in Employees' Provident Fund Organisation there is a provision for promotion by seniority and examination to the extent of 50% and 25% respectively. The ratio of promotion and Direct Recruitment in the post of Assistant is quite disproportionate. By adopting this Recruitment Rules the quality of staff at this cadre does not come to the required standard so as to perform the same duties and responsibilities as are being shouldered by their counter parts in the Ministries. The recruitment at the LDC level prior to 1999 was to the extent of 35% by promotion of Group 'D' employees by departmental examination. This scheme has produced large number of LDCs, UDCs and Assistants with lower qualification who are not expected to shoulder the higher responsibilities allotted to the post of Assistant. Therefore the existing Recruitment Rules has to be modified so as to improve the quality of the input of Assistants Grade in Employees' Provident Fund Headquarters to enable them to share higher responsibilities

(copy of duties and responsibilities being performed in Central Secretariat and EPF are placed as **Annexure-‘B’**).

An Assistant in Employees' Provident Fund Headquarters like other Central Government departments is also required to shoulder and perform higher responsibilities and duties in connection with implementation of provisions of EPF Act, Administration, Compliance, Pension, etc. Therefore there is a necessity of bringing more qualified personnel in the cadre. For doing so the Recruitment Rules for the post of Assistant is required to be modified and brought at par with the Recruitment Rules in the Ministries and other Central Departments.

After modification the same Recruitment Rules will be applicable to Assistant's cadre as are applicable to Central Government Departments. Therefore the same pay scale will have to be granted for Assistants in Employees' Provident Fund Headquarters also.

Superintendents (to be redesignated as Section Officer):

In the existing Recruitment Rules of Superintendents of Employees' Provident Fund Organisation there is a provision of 50% by promotion failing which by Direct Recruitment and 25% by promotion through departmental competitive examination failing which by Direct Recruitment and remaining 25% by Direct Recruitment. The Recruitment Rules of Section Officer, a designation which the Employees' Provident Fund Headquarters desires to be replaced in respect of posts of Superintendent, the rules say that 40% by promotion and 40% through departmental limited competitive examination restricted to Assistants / PAs with three years regular service and remaining 20% by Direct Recruitment through UPSC.

On comparing the two sets of Recruitment Rules it will be seen that the element of Direct Recruitment in Ministry's Section Officers Recruitment Rules is 20% which is less by 5% as compared to the Recruitment Rules applicable in EPFO. The other 80% shall be filled by promotion, out of which 40% through departmental promotion and 40% by departmental examination for which the departmental Assistants shall be eligible. So there should not be any hesitation to adopt the Recruitment Rules and designation of Section Officers for the post of Superintendents in Employees' Provident Fund Headquarters. Since the Employees' Provident Fund Organisation proposes to adopt the Recruitment Rules of

Section Officers in Employees' Provident Fund Headquarters therefore the pay scale of Section Officer is also required to be adopted in Employees' Provident Fund Organisation as the Superintendent of Employees' Provident Fund Headquarters to be redesignated as Section Officer shall have to perform the same duties and responsibilities as given in Annexure - 'A'.

FINANCIAL IMPLICATIONS

The proposal involves upgradation of pay scale of 73 Assistants from Rs. 5000-8000/- to Rs. 5300-9000 & 51 Superintendents from Rs. 5500-9000 to Rs. 6500-10500 posted in Headquarter. Most of these officials have already crossed minimum of the revised pay scale, therefore this will have to be fixed at the same stage or next stage with marginal adjustment in pay. But 51 Superintendents will loose PLB. The total implication is very small not more than about 5 lakhs which is not even 1% of the salary bill.

A COMPARATIVE STATEMENT	
DUTIES AND RESPONSIBILITIES OF SECTION OFFICERS IN THE CENTRAL GOVERNMENT MINISTRY /DEPARTMENT	DUTIES AND RESPONSIBILITIES OF SECTION OFFICERS IN EPFO
<p>I. GENERAL DUTIES</p> <ol style="list-style-type: none"> Distribution of work among the staff as evenly as possible i.e., one Assistant should not be over loaded while the other is idle; Training, helping and advising the staff; Management & Co-ordination of the work; Maintenance of order and discipline in the Section; Maintenance of a list of residential address of staff; <p>2. RESPONSIBILITIES RELATING TO DAK:</p> <ol style="list-style-type: none"> To go through the receipts; To submit receipts which should be seen by the Branch Officer or higher officers at the dak stage. To keep a watch on any holding in the movement of dak; and To scrutinize the Section Diary once a week to know that it is being properly maintained. <p>3. RESPONSIBILITIES RELATING TO ISSUE OF DRAFT:</p> <ol style="list-style-type: none"> To see that the draft letter is perfect i.e., all corrections have been made before it is marked for 	<p>I. GENERAL DUTIES</p> <ol style="list-style-type: none"> Distribution of work among the staff as evenly as possible i.e., one Assistant should not be over loaded while the other is idle; Training, helping and advising the staff; Management & Co-ordination of the work; Maintenance of a list of residential address of staff; <p>2. RESPONSIBILITIES RELATING TO DAK:</p> <ol style="list-style-type: none"> To go through the receipts; To submit receipts which should be seen by the Branch Officer or higher officers at the dak stage; To keep a watch on any holding in the movement of dak; and To scrutinize the Section Diary once a week to know that it is being properly maintained. <p>3. RESPONSIBILITIES RELATING TO ISSUE OF DRAFT:</p> <ol style="list-style-type: none"> To see that the draft letter is perfect i.e., all corrections have

issue;	been made before it is marked for issue;
(ii) To indicate whether a clean copy of the draft is necessary;	(ii) To indicate priority marking;
(iii) To indicate the number of spare copies required;	(iii) To indicate mode of dispatch
(iv) To indicate priority marking;	
(v) To indicate mode of dispatch.	
4. RESPONSIBILITIES FOR EFFICIENT AND EXPEDITIOUS DISPOSAL OF WORK AND CHECKS ON DELAY:	4. RESPONSIBILITIES FOR EFFICIENT AND EXPEDITIOUS DISPOSAL OF WORK AND CHECKS ON DELAY:
(i) To keep a note of important receipts with a view to watching the progress of action;	(i) To keep a note of important receipts with a view to watching the progress of action;
(ii) To ensure timely submission of arrears and other returns;	(ii) To ensure timely submission of arrears and other returns;
(iii) To undertake inspection of Assistants' tables to ensure that no paper or file has been overloaded;	(iii) To undertake inspection of Assistants' tables to ensure that no paper or file has been overloaded;
(iv) To ensure that cases are not held up at any stage;	(iv) To go through the list of periodical returns every week and take suitable action on items requiring attention during next week.
(v) To go through the list of periodical returns every week and take suitable action on items requiring attention during next week.	
5. INDEPENDENT DISPOSAL OF CASES:	
(i) Issuing reminders;	

(ii) Obtaining or supplying factual information of a non-classified nature;	
(iii) Any other action which a Section Officer is authorized to take independently;	
6. DUTIES IN RESPECT OF RECORDING AND INDEXING:	6. DUTIES IN RESPECT OF RECORDING AND INDEXING:
(i) To approve the recording of files and their classification;	(i) To approve the recording of files and their classification;
(ii) To review the recorded file before distribution;	(ii) To review the recorded file before distribution;
(iii) To order and supervise periodic weeding of unwanted spare copies;	(iii) To order and supervise periodic weeding of unwanted spare copies;
(iv) Ensuring proper maintenance of registers required to be maintained in the section.	
7. Ensuring proper maintenance of reference books, office chairs etc., and keep them upto date.	7. Ensuring proper maintenance of reference books, office chairs etc., and keep them upto date.
8. Ensuring neatness and hygiene in the section.	8. Ensuring neatness and hygiene in the section.
9. Dealing with important and complicated cases himself.	9. Dealing with important and complicated cases himself.
10. Ensuring strict compliance with departmental security instructions.	10. Ensuring strict compliance with departmental security instructions.

A COMPARATIVE STATEMENT OF DUTIES AND RESPONSIBILITIES

DUTIES AND RESPONSIBILITIES OF ASSISTANT IN THE CENTRAL GOVERNMENT MINISTRY/DEPARTMENT	DUTIES AND RESPONSIBILITIES OF ASSISTANT IN THE E.P.F. ORGANISATION
<p>He works under the orders and supervision of the Section Officer and is responsible for the work entrusted to him. Where the line action on a case is clear or clear instructions have been given by the Branch Officer or higher Officers, he should put up a draft without much noting. In other cases he will put up a note keeping in view the following points:-</p>	<p>In addition to the duties outlined in the Manual of Office Procedure considering the uniqueness of work in the Head Office of Employees Provident Fund Organisation, the duties of Assistants are also as under:-</p>
<ul style="list-style-type: none"> (i) to see whether all facts as open to check have been correctly stated. (ii) to point out any mistakes or mis-statements of the facts, (iii) to draw attention where necessary to precedents or Rules and Regulations on the subject. (iv) to put up the Guard File, if necessary, and supply other relevant facts and figures. (v) to bring out clearly the question under consideration and suggest a course of action wherever possible. <p>Source : Chapter 11, Machinery of Govt. Manual of Office Procedure</p>	<ul style="list-style-type: none"> (i) To critically examine all matters relating to Personnel Administration including creation of posts/notification of Recruitment Rules etc. (ii) To critically examine the proposals received from Regional Offices seeking clarifications in regard to various service matters/ Govt. instructions issued from time to time. (iii) To critically examine the proposals received from Regional Offices in regard to exemption of Establishments from PE/EDLI Pension Scheme under the various provisions of the Act/paras of the Schemes under the Act. (iv) To critically examine file reports received from the Regions indicating the recovery status etc. (v) To critically examine the various proposals in regard to amendments/modifications in the provisions of the Act/paras of the Schemes framed under the Act.

	<p>(vi) To critically examine the expenditure and Income status of the Regions and budget allocations.</p> <p>(vii) To consolidate various accounts of the Organisation for preparation of Annual Accounts of the Organisation.</p> <p>(viii) Implementation of the Government policy in regard to redressal of Public Grievances and monitoring of their status in Regional Offices/Sub-Regional Offices.</p> <p>(ix) Collection/collation of data relating to the Agenda points for the CBT/ Executive Committee.</p>
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**EMPLOYEES' PROVIDENT FUND ORGANISATION
HEADQUARTERS – "BHAVISHYA NIDHI BHAWAN"
14 - BHIKAIJI CAMA PLACE, NEW DELHI – 110 066.**

**FINAL MINUTES OF 38th MEETING OF
EXECUTIVE COMMITTEE OF CBT (EPF)**

MEETING : Executive Committee of Central Board of Trustees, (EPF)
DATE : 4th December, 2004
VENUE : Committee Room, 'C' Wing, 1st Floor, Annexe, Shram Shakti Bhawan, New Delhi.

38th Meeting of Executive Committee of the CBT, EPF was held under the Chairmanship of Shri. Vinod Vaish, Secretary Labour & Chairman, Executive Committee, CBT, EPF. The following members attended the meeting:

- | | |
|---|---|
| 1. Shri. J.P. Pati
Joint Secretary
Ministry of Labour
Government of India | Central Government
Representatives |
| 2. Shri. R.Ramanujam
Financial Advisor
Ministry of Labour,
Government of India | |
| 3. Shri. L.R. Sailo
Secretary, Labour
Government of Tamil Nadu | State Government
Representatives |
| 4. Shri. A. Venkatram | Employees'
Representatives |
| 5. Shri. N. Kannan | Employers'
Representatives |
| 6. Shri. V.P. Chopra | |
| 7. Shri. Ajai Singh | Central Provident Fund Commissioner |

Shri. Parduman Singh, Employees' representative, Shri. A. S. Kasliwal, Employers' representatives and Labour Secretary, Government of Madhya Pradesh

- Item No. 5: Implementation of notified Recruitment Rules and the same pay scale of Section Officer in Central Secretariat for the post of Superintendents to be re-designated as Section Officer and the same Recruitment Rules and pay scale of Assistant cadre to the Assistant in Employees' Provident Fund Organisation.**

After deliberations and observations of the members, the Committee approved the proposal as contained in the Memorandum leaving the manner of implementation of the proposal to be decided by the Chairman of the Committee.

- Item No. 6: Relaxation in Recruitment Rules for the post of Personal Assistant and Private Secretary in Employees' Provident Fund Organisation.**

The Committee approved the proposal as contained in the Memorandum.

- Item No. 7: Construction of office building and staff quarters for SRO. Gurgaon (Haryana) and central core unit for computer for EPFO – Selection of Agency.**

The Committee approved the proposal as contained in the Memorandum.

- Item No. 8: Additional staff quarters at BNE Malviya Nagar, New Delhi – Selection of Agency.**

The Committee approved the proposal as contained in the Memorandum.

- Item No. 9: Construction of office building and staff quarters at SRO, Tirunelveli (Tamil Nadu).**

The Committee approved the proposal as contained in the Memorandum.

- Item No. 10: Agency approval for the Construction of SRO building and staff quarters at Jodhpur – Selection of Agency.**

Item No./6 Implementation of the decision of Central Administrative Tribunal dated 21.4.2003 in OA No.1398/2002.

The matter with regard to rationalization of pay scale of Headquarters Office employees was under consideration for a long period

After thorough examination of the various aspect of rationalization and upgradation of pay scales and amendment to the Recruitment Rules for the post of Assistant and Superintendent in the Headquarters office an agenda item was initially placed before the 29th and thereafter in 33rd and thereafter in 38th meeting of EC, CBT held on 04.12.2001. After deliberation and observation of the members the committee approved the proposal as contained in the memorandum leaving the manner of implementation of the proposal to be decided by the Chairman of the Committee. The Chairman, Executive Committee passed an order which was communicated vide letter No.A-11017/1/2000-S.S.I dated 20.08.2002 (**Annexure-A**). It was informed that Chairman, EC put the view that it was not found feasible to agree with the revision of the pay scales as well as the revision of the Recruitment Rules.

Aggrieved by non-implementation of the decision of the EC as aforesaid the Employees Union had filed OA No.1398/2002 on 24.05.2002 before the Hon'ble Central Administrative Tribunal.

The Principal Bench of Hon'ble Central Administrative Tribunal in its order dated 21.04.2003 has allowed the OA and quashed the impugned order of the Chairman, EC. The court have also directed Chairman, EC to pass appropriate orders preferably within four months of the date of receipt of the order of the Tribunal. The decision of the CAT was also referred to the Standing Counsel for opinion. The Standing Counsel has not advised further contest. Copy of his opinion is at **Annexure-B**.

Background fact

The brief background facts are as under:

- CBT, EPF is competent to frame and modify the Recruitment Rules for the posts up to Addl. Central Provident Fund Commissioner. Section 5D(7) of the Act is reproduced for ready reference:

"The method of recruitment, salary and allowances, discipline and other conditions of service of the Additional Central Provident Fund Commissioner, Deputy Provident Fund Commissioner, Regional Provident Commissioner, Assistant Provident Fund Commissioner

and other officers and employees of the Central Board shall be such as may be specified by the Central Board in accordance with the rules and orders applicable to the officers and employees of the Central Government drawing corresponding scales of pay."

- Executive Committee, CBT, EPF approved modification of Recruitment Rules for the post of Assistant/ Superintendent to bring it on par with Recruitment Rules available in other Central Government Departments / Central Secretariat. After the amendment of the Recruitment Rules made by the Executive Committee, CBT, EPF in its 38th Meeting there is no deviation or departure from the recruitment rules applicable to Assistant/ Superintendent in other Central Government Departments / subordinate offices of Ministry. By this amendment, the quality of manpower in the Head Office of EPFO will be improved by providing for 20% of posts by Direct Recruitment through UPSC, 40% by Limited Departmental Competitive Examination and remaining 40% by Departmental Promotion from amongst the Assistants having 8 years regular service in the respective grade. Similarly, in the post of Assistant in Headquarters, 50% of the post shall be filled by Direct Recruitment through Staff Selection Commission, 50% by the promotion on the basis of seniority subject to rejection of unfit.
- The proposal to upgrade the post in Head Office was justified on the following grounds:
 - i) The functions and responsibilities of the Headquarters Office of EPFO are quite distinct and different from functions and responsibilities of field office.
 - ii) The Headquarters of EPF, which is an autonomous organization, is charged with the responsibility of formulating new policy initiatives, evaluating options and obtaining decisions from the apex body i.e. the Central Board of Trustees.
 - iii) Apart from higher-level policy initiatives the Headquarters Office also evolves implementation policies, evolves changes in procedures and oversees the implementation of the Act and Scheme across the country.
 - iv) The Headquarters Office designs the annual business plan for the organization, sets goals, sets measurement standards and oversees the fulfillment of the business plan.

- v) The Headquarters Office also evolves strategic goals and direction for improving coverage and service.
- vi) The Headquarters Office also reviews the legislative arrangements in the context of changing and evolving ground reality and develops proposals for amendments to the Act and Scheme including the drafting of the proposed legislative changes and content.
- vii) The Headquarters Office also keeps oversight over the management of the Fund with the corpus of over Rs.1.20 lakh crores and takes the necessary steps to assist the Board in discharge of its statutory and fiduciary responsibilities.
- viii) The Headquarters Office also evolves personnel policies, manpower development initiatives.
- ix) The Headquarters Office formulates programs of far reaching consequence like the 'Compliance 2001' program and modernization program involving Business Process Re-engineering and the creation of an organization-wide information system. These programs have been conceived, designed and implemented by the Headquarters Office.

The above list of functions are only illustrative and are indicative of the higher level of responsibility taken by the Headquarters that would merit a higher scale for its supervisory and operative manpower.

- Section 5D(7) reads with para 22 (a) of the Schemes empowers the CBT to create post up to the level of Addl. CPFC and frame recruitment rules in accordance with the rules and orders applicable to the officers and employees of Central Government drawing correspondence scales of pay up to the maximum of Rs.14300-18400. The only exception is that when the post recommended is not analogous and a similar to the posts in Central Government/ attached subordinate offices prior approval of Central Government is required. However, in the case of Assistants / Section Supervisors no such deviation/ departure has taken place and hence no prior approval as contemplated in proviso of Section 5D (7) is required.
- The financial implication in the change is minimum as the number of post of Assistant & Superintendent in Head Office is 73 and 51 respectively.

- There is no proposal to provide the upgraded pay scales to the employees of the field offices as their functions are distinct to that of Head Office which is concerned with development and implementation of policy issues.
- The present proposal is for upgradation of the pay scale of Assistants from Rs.5000-8000 to Rs.5500-9000 and Superintendents from Rest. 5500-9000 to Rs.6500-10500. Similar post in the time scale of Rs.5500-9000 and Rs.6500-10500 as already exists in Head Office of ESIC. The analogous scales also exist in various departments and organizations of Government of India other than main Ministries. These include:
 - i. Customs & Central Excise Department;
 - ii. Income Tax Department;
 - iii. Indian Council or Medical Research;
 - iv. ICAR (attached office of Ministry of Agriculture);
 - v. Press Council of India;
 - vi. National Council for Educational Research & Training;
 - vii. Sports Authority of India;
 - viii. Director General Health Service (attached office of Ministry of Health);
 - ix. Central Building Research Institute, Roorkee.

None of these offices are the secretariat of the Ministry. Accordingly, the conditions laid down in Section 5D(7) of the Act i.e. creation of post analogous to the post available within the Government is fulfilled and therefore, CBT is fully empowered under the Act to upgrade the posts in question without prior clearance of Government.

Issue for decision of CBT

The Director, Ministry of Labour vide letter dated 20.08.2002 intimated that the Secretary (Labour) in the capacity of the Chairman, Executive Committee, Central Board of Trustees EPF has considered the proposal for upgradation of the pay scale of Assistant and Superintendent in the Head Office, EPFO and amendment proposed in the Recruitment Rules. The proposal has been examined afresh in consultation with the FA (Labour) and it has not been found feasible to agree to the proposed revision of pay scale as well as Recruitment Rules. Copy placed at Annexure 'A' for information.

Aggrieved by non-implementation of the decision of the EC as aforesaid the Employees Union had filed OA No.1398/2002 on 24.05.2002 seeking the following relief.

- (i) **to direct the respondents to implement the decision taken by the Executive Committee of Central Board of Trustees (EPF) under item no. 5 in its 38th meeting held on 04.12.2001 in terms of Section 5D(7)(a) of the EPF & Miscellaneous Provisions Act, 1952"**

In the above OA, Chairman, EC, CBT, EPF and CPFC have been impleaded respondents no. 1 & 2 respectively. The EPFO with the approval of the Ministry of Labour as conveyed vide their letter no. S-38016/43/2002/SS-I dated 22.10.2002 has filed counter reply to the above said OA. Subsequently, on receipt of the decision of the Chairman, EC, CBT, EPF as contained in Ministry of Labour letter No A 11017/1/2000/SS-I dated 20.08.2002, the CPFEU filed MA seeking for the following reliefs.

- (i) **to direct the Respondents to implement the decision taken by the Executive Committee of Central Board of Trustees (EPF) under item no. 5D(7) (a) of the EPF & Miscellaneous Provisions Act 1952".**
- (ii) **To set aside the Order dated 20.08.2002 passed by the Chairman, Executive Committee, Central Board of Trustees (EPF)"**

Counter reply to this MA and reply to the rejoinder, duly approved by the Ministry of Labour (vide letter no. S-38016/43/2002/SS-I dated 24.12.2002), was also filed before the Hon'ble CAT.

Order of the Hon'ble CAT

The Hon'ble CAT, Principal Bench in its order dated 21.4.2003 has allowed the OA and has directed the Chairman, Executive Committee, CBT, EPF to pass appropriate orders in accordance with law in terms of item no.5 of 38th meeting of EC. It is further directed that decision in this regard should preferably be taken within 4 months from the date of receipt of a copy of this order. The operative part of the Order of the Hon'ble CAT is reproduced below for kind perusal please.

"Once a decision had been taken and the Chairman was authorized to decide the manner of implementation, necessarily, he could not consider the same afresh or disagree with the same. Our attention has not been drawn to any such

For these reasons, the present application is allowed and the impugned order is quashed. It is directed that the Chairman referred to above shall consider and pass appropriate orders in accordance with law in terms of Item No. 5 of 38th Meeting of Executive Committee. It is further directed that decision in this regard should preferably be taken within four months from the receipt of a copy of this order".

Given the narrow context in which the decision has to be taken to comply with the order, the Chairman, EC has considered the options related to the manner of implementation which are the following:

- The Chairman, EC has, given the fact that some of the above options will involve a larger financial implication (i.e. if arrears are to be given), considered it fit to place the matter before the Central Board of Trustees in which the substantive authority under the Act resides for decisions in both administrative and financial matters.

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Matter is accordingly placed before the Central Board of Trustees for determining the manner of implementation of the decision of the EC taken in its 38th meeting held on 04.12.2001 in the context of the options.

Submitted for consideration and orders.

No.A-11017/1/2000-S.S.I
Government of India/Bharat Sarkar
Ministry of Labour/Shram Mantralaya

New Delhi, Dated 20.8.2002

To

The Central Provident Fund Commissioner,
Blavishya Nidhi Bhawan,
New Delhi.

Subject- Proposal regarding rationalisation of Cadre Structure of ministerial staff of Employees' Provident Fund Organisation i.e. Superintendents and Assistant posts in the Head Office, EPFO and amendment to the Recruitment Rules.

Sir,

The undersigned is directed to refer to the decision taken under Item No.5 of the minutes of 38th meeting of the Executive Committee of CBT, EPF on the above subject. As per the decision, the Secretary (Labour) in his capacity as the Chairman, Executive Committee, CBT, EPF has considered the proposal for up gradation of pay scale of Assistants and Superintendents in the Head Office, EPFO and amendment proposed to the Recruitment Rules. The proposal has been examined afresh in consultation with FA(Labour) and it has not been found feasible to agree to the proposed revision of pay scales as well as revision of recruitment rules. In such circumstances status quo may be maintained.

Yours faithfully,

(L.C. JAIN)
DIRECTOR

23/2/02 23(R)

अनुसंधान प्रति/संशोधन प्रति
RECORD ANNEXURE B 44

M.M.SUDAN

ADVOCATE

Senior Central Govt. Standing Counsel

Central Administrative Tribunal

257/MINS/CAT/2003

18, LAWYERS CHAMBER,

DELHI HIGH COURT

NEW DELHI-110003

Tel - OFF 23388670, 23387473

Res. 22548792

Dated. 30.4.2003

Legal Opinion

Subject :- OA 1398/02 Central P F Employees Union Vs. UOI

I have examined the Judgment of the Hon'ble Tribunal in the above noted case. The Hon'ble Tribunal has quashed the order dt. 20.8.2002 whereby Chairman, Executive Committee Central Board of Trustees (EPF) has rejected the proposal as approved by Executive Committee in 38th Meeting held on 4.12.2001. The reasons recorded by the Tribunal is that by the above resolution The Chairman was only authorised to decide the manner of implementation and he could not consider the same afresh or disagree with the same.

A reading of the resolution makes it obvious. In my view directions are correct and it is not a fit case for filing writ petition before Delhi High Court. The judgement in my legal opinion should be accepted.

M. M. Sudan

..2...

3. I have carefully considered all the facts and circumstances of the case. The proposal to give higher pay scale to Assistant and Superintendents in EPFO at par with the Assistants and Superintendents working in the Ministries/Departments has been under consideration of the Ministry for quite some time. It was also taken up with the Ministry of Finance, Department of Expenditure but they did not approve. It has been the consistent view of the Finance Ministry that Assistants and Superintendents in the EPFO can be compared with the Assistants and Superintendents in the field offices of the Government of India and they cannot be compared with the Assistants and Section officers working in the Ministries/Departments of the Government of India. In the Government of India, there is a provision for grant of different pay scales to the Assistants and Section Officer in the Ministries/Departments than those being provided to the Assistants and Superintendents in the field offices. This is on account of the fact that Assistants and Section Officers in the Ministries/Departments of the Government of India have to deal with policy issues and legislative matters; whereas the Assistants and Superintendent in the field offices have largely to deal with the other functions which many a times are repeated application of the policy and implementation thereof.

4. According to Section 5D (7) (a) & (b) of the EPF & MP Act, 1952 - " The method of recruitment, salary and allowances, discipline and other conditions of service of the Additional Central Provident Fund Commissioner, Deputy Provident Fund Commissioner, Regional Provident Fund Commissioner, Assistant Provident Fund Commissioner and other officers and employees of the Central Board shall be such as may be specified by the Central Board in accordance with the rules and orders applicable to the officers and employees of the Central Government drawing corresponding scales of pay; Provided that where Central Board is of the opinion that it is necessary to make a departure from the said rules or orders in respect of any of the matters aforesaid, it shall obtain the prior approval of the Central Government.

(b) In determining the corresponding scales of pay of officers and employees under column (a), the Central Board shall have regard to the educational qualifications, method of recruitment, duties and responsibilities of such officers and employees under the Central Government and in case of any doubt, the Central Board shall refer the matter to the Central Government whose decision thereon shall be final.

5. The order of Honourable Central Administrative Tribunal has narrowed down and limited the issue for decision before me. They

held that it is not open to the Chairman, Executive Committee to override the decision of Executive Committee. The limited action on the part of Chairman, in the context of the order of the Honourable Central Administrative Tribunal is to determine the manner in which the decision of the Executive Committee is required to be implemented.

6. From the facts on the record, I find that the changes in the Recruitment Rules, which have been approved by the Executive Committee, bring the Recruitment Procedures in line with that obtaining in the Government in as much as EPF have introduced the increased quota of Direct Recruitment in the cases under consideration. It is also on record that other Government departments subordinate to main Ministry also have similar scales as has been proposed for the Supdt. and Assistant cadre in EPFO. I also find similar scales of Rs. 6500-200-10500 exists in the Head Office of ESIC, the sister organization under the same Ministry. Hence, I am of view that the proviso of Section 5 D(7) is not attracted in this case. However, these questions are not open before me in the limited context of the parameters/set down by honourable Central Administrative Tribunal.

7. On the short issue relating to the manner of implementation, the following options need to be considered:

- (a) Implementation from date of decision of the Executive Committee dated 4.12.2001.
- (b) Implementation from date of issue notification of Revised Recruitment Rules(to be notified).

8. I have carefully considered the above options both of which have financial implications. While I am inclined to opt for the options at (b) above, keeping in view the financial implications involved in granting higher financial benefits to the staff, it would be more appropriate, if the manner of implementation is decided by the Central Board of Trustees(CBT), the Apex Authority in which the substantive power under section 5 D(7) vests. CBT also has full administrative and financial powers. Accordingly, the matter be placed before the CBT along with a copy of my order for deciding the implementation of the decision of Central Administrative Tribunal.

W/L
 (Baleshwar Rai)
 Addl. Secretary
 14.8.2003

Shri Ajai Singh,
 CPFC, Bhikaji Cama Place,
 New Delhi.

ANNEXURE - 8

केंद्रीय निधि
Telegram: "KENDRIYA NIDHI" New Delhi
ई-मेल/E-Mail: cpfc@alpha.nic.in



कर्मचारी भविष्य निधि संगठन
(असुर मंत्रालय, भारत सरकार)
Employees' Provident Fund Organisation
(Ministry of Labour, Govt. Of India)

मुख्य कार्यालय/Head Office
भविष्य निधि भवन, 14-भिकाली, काना प्लास, नई दिल्ली-110066
Bhavishva Nidhi Bhawan, 14-Bhikali, Canal Place, New Delhi-110066

दूरभाष/Telephone: 26175108
फैक्स/FAX: 26198492

संख्या: HRD / NO. HRD/ 1(i) 2001 / Ministerial staff / 43270

दिनांक

9 SEP 2003

OFFICE ORDER

Sub.: Implementation of Hon'ble CAT order dated 21.4.2003 in OA No.1398 of 2002 as per decision of CBT, EPF taken in its 163rd meeting held on 19.8.2003 - Reg.

In pursuance to the decision of the CBT, EPF taken in its 163rd meeting held on 19.8.2003, it has been decided by the competent authority to implement the proposal for amendment of Recruitment Rules and for rationalization / upgradation of pay scales of the Superintendent and Assistants in the Headquarters office as was approved by the EC, CBT, EPF in its 38th meeting w.e.f. 4.12.2001.

2. In accordance with the decision of the CBT, EPF the post of Superintendent in Headquarters has been redesignated as Section Officer and approval for adopting higher Pay Scales to the post of Assistant and Section officer (former Superintendent) in Hqs. have been accorded. w.e.f. 4.12.2001 as mentioned below:-

S. No.	Name of the post	Existing Pay Scales	Pay Scale adopted w.e.f. 4.12.2001
1.	Assistant	Rs 5000 - 8000	Rs 5500 ---- 9000
2.	Section officer	Rs 5500 - 9000	Rs 6500 ---- 10500

3. Further necessary action for implementation of decision taken by the CBT, EPF as above be taken by the RPEC (ASD), Headquarter office, accordingly.

4. This issues with the approval of CPFC.

REGIONAL P.F. COMMISSIONER (ASD),
Hqrs. Office, EPFO.

REGIONAL P.F. COMMISSIONER (HRD)

नारी किया
ISSUED



EMPLOYEES' PROVIDENT FUND ORGANISATION
(Ministry of Labour, Govt. of India)
Headquarters
Bhavishya Nidhi Bhawan, 14 Bhikaji Cama Place, New Delhi-
110066

No.Adm(S.I)56(1)2003

43404

Dated : 10.9.2003

10 सितम्बर 2003
SEP

OFFICE ORDER

The Competent Authority has approved the rationalization/upgradation of pay scales of the posts of Superintendent and Assistant in Headquarters. Accordingly, the post of Superintendent in Headquarters has been redesignated as Section Officer. The pay scales to the post of Assistant and Section Officer (former Superintendent) are revised as mentioned below w.e.f. **4.12.2001**.

S.No.	Name of the Post	Existing Pay scales	New Pay scale w.e.f. 4.12.2001
1.	Assistant	Rs. 5000-8000	Rs. 5500 - 9000
2.	Section Officer	Rs. 5500 - 9000	Rs. 6500 -10500

(Authority : Letter No. HRD/1(1)2001/Ministerial staff/43290 dt. 9.9.2003)

(Signature)
(A.K. CHANDOK)

REGIONAL PROVIDENT FUND COMMISSIONER(ASD)

To

1. All Superintendents
2. All Assistants in Headquarters

They are requested to exercise their option for fixation of pay in the prescribed forms which may be obtained from Adm(S-I) section.

Copy to :

1. P.S. to C.P.F.C.
2. P.S. to ACC(HR)
3. Director (NATRSS) for information and necessary action.
4. RPFC(HRD) w.r.t. his above letter.
5. General Secretary, CPF Employees' Union New Delhi
6. General Secretary, EPF SC/ST Staff Association, New Delhi.
7. Office Order file
8. Guard file.

(Signature)
(MANISHA SINHA)

ASSISTANT PROVIDENT FUND COMMISSIONER(ASD)

Employees' Provident Fund Organisation
Head Office, Bhavishya Nidhi Bhawan
14, Bhikaji Cama Place,
New Delhi, the 9th September 2003

No.HRD/1(1)/2001/RRs/SO: In exercise of the powers conferred by Sub Section 7(a) of Section 5 (D) of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 (19 of 1952) and in supersession of the Employees' Provident Fund Organisation Superintendent Recruitment Rules, 1990 (notified vide notification No.P-IV/2(3)82/Class.II dated 21.02.1990) except in respect of things done or omitted to be done before such supersession, the Central Board hereby re-designates the post of Superintendent as Section Officer in the pay scale of Rs.6500-200-10500 as applicable to corresponding posts in Central Govt. and also adopts the following rules for regulating the method of recruitment to the post of Section Officer in the Employees' Provident Fund Organisation, Headquarters, namely;

1. SHORT TITLE AND COMMENCEMENT

- (i) These rules may be called Employees' Provident Fund Organisation Section Officers Recruitment Rules, 2003.
- (ii) They shall come into force with effect from 4th December 2001.

2. APPLICATION

These rules shall apply to the posts specified in Column 1 of the Schedule annexed to these rules.

3. NUMBER OF POSTS, CLASSIFICATION AND SCALE OF PAY

The number of posts, their classification and scale of pay attached thereto shall be as specified in Columns 2 to 4 of the aforesaid Schedule.

4. METHOD OF RECRUITMENT, AGE LIMIT AND QUALIFICATIONS ETC

The method of recruitment, age limit, qualifications and other matters connected therewith be as specified in Columns 5 to 16 of the said Schedule.

5. DISQUALIFICATION:

No person:

- a) Who has entered into or contracted a marriage with a person having a spouse living, or
b) Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post.


Provided that the Central Board may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

6. POWER TO RELAX

Where the Central Board is of the opinion that it is necessary or expedient so to do, it may, by order for reasons to be recorded in writing, and in consultation with the Ministry of Labour, relax any of the provisions of these rules with respect to any class or category or persons.

7. SAVINGS:

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Schedules Castes, the Schedules Tribes, Ex-Servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.



(AJAI SINGH)

CENTRAL PROVIDENT FUND COMMISSIONER AND
SECRETARY, CENTRAL BOARD OF TRUSTEES
EMPLOYEES' PROVIDENT FUND

SCHEDULE**RECRUITMENT RULES FOR THE POST OF SECTION OFFICER IN THE HEADQUARTERS OFFICE OF EMPLOYEES' PROVIDENT FUND ORGANISATION**

1	Name of the post	Section Officer (former Superintendent)
2	No. of Posts.	51 (fifty one) subject to variation dependent on work load (2001)
3	Classification	Group 'B' Gazetted
4	Scale of Pay	Rs. 6500-200-10500
5	Whether selection or non-selection post	Selection-cum-seniority
6	Age limit for Direct Recruits	<p>Must have attained the age of 21 years and must not have attained the age of 30 years.</p> <p>i) Relaxable upto five years for employees of Employees' Provident Fund Organisation General category, ten years for SC/ST/OBC.</p> <p>(ii) Relaxable upto five years for SC/ST and three years for OBC candidates and Ex-servicemen as admissible under rules.</p> <p>(iii) The crucial date for determining the age limit, shall be closing date for receipt of application from candidates in India (and not the date prescribed for those in North Eastern Region, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangri Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep).</p>
7	Whether benefit of added years of service admissible under rule 30 of the CCS (Pension) Rules, 1972	Not Applicable
8	Educational qualifications prescribed for Direct Recruits	<p>Essential: Degree of a recognized University or equivalent;</p> <p>Desirable: Knowledge of Govt. rules and regulations.</p>

9	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes.	Not Applicable
10	Period of probation if any	Two years
11	Method of recruitment whether by direct recruitment or by promotion or by transfer on deputation. If so, percentage of the vacancies to be filled by these methods	<p>20% of the posts shall be filled by Direct Recruitment through Union Public Service Commission.</p> <p>Remaining 80% by promotion :-</p> <p>40% by Departmental Promotion from amongst the Assistants of Employees' Provident Fund Organisation Headquarters having eight years regular service in the grade.</p> <p>40% by limited Departmental Competitive Examination from amongst the Assistants of Headquarters and PAs of Employees Provident Fund Organisation having five years regular service in the respective grade;</p> <p>Provided that if sufficient number of candidates are not available for filling up the vacancies in any recruitment year, either by Direct Recruitment or by appointment of persons included in the Select List for Section Officers Grade, the unfilled vacancies shall be carried forward and added to the number of vacancies of the same mode of recruitment to be filled in the next recruitment year ;</p> <p>Provided further that no such unfilled vacancies shall be carried forward for more than two recruitment years, beyond the year to which the recruitment relates, where after the vacancies if any, still remaining unfilled belonging to one mode of recruitment shall be transferred as additional vacancies for the other mode of recruitment.</p>
12	In case of recruitment by promotion / deputation, transfer, grades from which promotion is to be made	<p>(i) <u>Promotion (Other than examination) - 40%</u></p> <p>Assistants of Employees' Provident Fund Organisation, Headquarters with eight years regular Service in the pay scale of Rs.5500-9000;</p> <p>(ii) <u>Promotion through limited departmental competitive examination - 40 %</u></p>

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THE GAZETTE OF INDIA, SEPTEMBER 27, 2003 (ASVINA 5, 1925)

[PART III—SEC. 4

		Assistants of Employees' Provident Fund Organisation, Headquarters and personal Assistants with five years regular service in the pay scale of Rs.5500-9000.
13	If a DPC exists what is its composition	Group 'B' Departmental Promotion Committee : i) Addl.CPFC(HR) - Chairman ii) RPFC(HRD) - Member iii) One outside officer of the rank of Deputy Secretary from sister concern organizations - Member
14	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Only in the matter of Direct Recruitment.
15	Power to relax	Where the Central Board is of the opinion that it is necessary or expedient so to do, it may by an order, for reasons to be recorded in writing relax any of the provisions of these rules with respect to any class or category or persons or posts.
16	Saving	Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, Scheduled Tribes, Ex-Serviceman and other special category of persons in accordance with orders issued by Central Government from time to time in this regard

No.HRD/1(1)/2001/RRs/Assistant: In exercise of the powers conferred by Sub Section 7(a) of Section 5 (D) of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 (19 of 1952) and in supersession of the Employees' Provident Fund Organisation Assistant (Headquarters Office) Recruitment Rules, 1992 (notified under notification No.P-IV/1(1)92/RR/A dated 28.07.1992) except in respect of things done or omitted to be done before such supersession, the Central Board hereby modify and adopt the Recruitment Rules to the post of Assistant in the Headquarters Office of the Employees' Provident Fund Organisation as applicable to corresponding posts in the Central Government in the pay scale of Rs.5500-175-9000 and makes the following rules for regulating the method of recruitment to the post, namely;

1. SHORT TITLE AND COMMENCEMENT

- (i) These rules may be called Employees' Provident Fund Organisation Assistant (Headquarters) Recruitment Rules, 2003.
- (ii) They shall come into force with effect from 4th December 2001.

2. APPLICATION

These rules shall apply to the posts specified in Column 1 of the Schedule annexed to these rules.

3. NUMBER OF POSTS, CLASSIFICATION AND SCALE OF PAY

The number of posts, their classification and scale of pay attached thereto shall be as specified in Columns 2 to 4 of the aforesaid Schedule.

4. METHOD OF RECRUITMENT, AGE LIMIT AND QUALIFICATIONS ETC

The method of recruitment, age limit, qualifications and other matters connected therewith be as specified in Columns 5 to 16 of the said Schedule.

5. DISQUALIFICATION:

No person:

- a) Who has entered into or contracted a marriage with a person having a spouse living, or
- b) Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post.

(135) (142)

Provided that the Central Board may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

6. POWER TO RELAX

Where the Central Board is of the opinion that it is necessary or expedient so to do, it may, by order for reasons to be recorded in writing, and in consultation with the Ministry of Labour, relax any of the provisions of these rules with respect to any class or category of persons

7. SAVINGS:

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Schedules Castes, the Schedules Tribes, Ex-Servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.


(AJAI SINGH)

CENTRAL PROVIDENT FUND COMMISSIONER AND
SECRETARY, CENTRAL BOARD OF TRUSTEES
EMPLOYEES' PROVIDENT FUND

SCHEDULE**RECRUITMENT RULES FOR THE POST OF ASSISTANT IN THE HEADQUARTERS OFFICE OF EMPLOYEES' PROVIDENT FUND ORGANISATION**

1	Name of the post	Assistant (Headquarters Office)
2	No. of Posts.	73 (seventy three) subject to variation dependent on work load(2001)
3	Classification	Group 'B' Non-Gazetted
4	Scale of Pay	Rs.5500-175-9000
5	Whether selection non-selection post	Selection-cum-seniority
6	Age limit for Direct Recruits	<p>Must have attained the age of 20 years and must not have attained the age of 27 years.</p> <p>(i) Relaxable upto five years for employees of Employees' Provident Fund Organisation for general, ten years for SC/ST and eight years for OBC category.</p> <p>(ii) Relaxable upto five years for SC/ST and three years for OBC candidates and ex-servicemen as admissible under rules.</p> <p>(iii) The crucial date for determining the age limit shall be closing date for receipt of application from candidates in India and not the date prescribed for those in North Eastern Region, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangl Sub Division of Chamba District of Himchal Pradesh, Andaman and Nicobar Islands and Lakshadweep.</p>
7	Whether benefit of added years of service admissible under rule 30 of the CCS (Pension) Rules, 1972	Not Applicable
8	Educational qualifications prescribed for Direct Recruits	Essential : Degree of a recognized University or equivalent
9	Whether age and educational qualifications prescribed for Direct Recruits will apply in the case of promotees.	Not Applicable
10	Period of probation, if any	Two years

11	Method of recruitment whether by direct recruitment or by promotion or by transfer on deputation. If so, percentage of the vacancies to be filled by these methods	<p>50% of the posts shall be filled by Direct Recruitment through Staff Selection Commission.</p> <p>Provided further that if sufficient number of candidates are not available for filling up the vacancies in a cadre in any recruitment year by Direct Recruitment, the unfilled vacancies in that cadre shall be filled by appointment of persons included in the Select List of Assistant's Grade in that cadre.</p> <p><u>Remaining 50-% by promotion :-</u></p> <p>UDCs of Employees' Provident Fund Organisation (Headquarters) who have rendered more than five years regular service in the grade. The promotion of officials whose names have been included in the Select List shall be made in the order of seniority. Provided that where a person is not considered fit for such appointment in his turn, reasons therefore shall be recorded in writing.</p>
12	In case of recruitment by promotion / deputation/transfer grades from which promotion is to be made	<p><u>By promotion – 50% :</u></p> <p>UDCs of Employees' Provident Fund Organisation(Headquarters) who have rendered more than five years regular service in the pay scale of Rs.4000-100-6000.</p>
13	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Not Applicable.
14	If a DPC exists what is its composition	<p>Group 'B' Departmental Promotion Committee :-</p> <p>i) Addl. CPFC(HR) - Chairman ii) RPFC(HRD) - Member iii) One outside officer of the rank of Deputy Secretary from sister concern organizations. - Member</p>
15	Power to relax	Where the Central Board is of the opinion that it is necessary or expedient so to do, it may by an order, for reasons to be recorded in writing relax any of the provisions of these rules with respect to any class or category or persons or posts.

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16	Saving	Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, Scheduled Tribes, Ex-Serviceman and other special category of persons in accordance with orders issued by Central Government from time to time in this regard.
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भारत का राजपत्र The Gazette of India

असाधारण
EXTRAORDINARY

भाग II—खण्ड 3—उप-खण्ड (i)
PART II—Section 3—Sub-section (i)
प्राधिकार से प्रकाशित
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कार्मिक, लोक-शिकायत और पेंशन मंत्रालय

(कार्मिक और प्रशिक्षण विभाग)

अधिसूचना

नई दिल्ली, 27 फरवरी, 2009

सा.का.नि. 140(अ).—राष्ट्रपति, संविधान के अनुच्छेद 309 के परंतुक द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए और केंद्रीय सचिवालय सेवा नियम, 1962 को, उन बातों के सिवाय अधिक्रांत करते हुए, जिन्हें ऐसे अधिक्रमण से पहले किया गया है या करने का लोप किया गया है, निम्नलिखित नियम बनाती हैं अर्थात्:-

1. संक्षिप्त नाम और प्रारंभ:- (1) इन नियमों का संक्षिप्त नाम केंद्रीय सचिवालय सेवा नियम, 2009 है।

(2) ये राजपत्र में प्रकाशन की तारीख को प्रवृत्त होंगे।

2. परिभाषाएं:- इन नियमों में, जब तक कि संदर्भ से अन्यथा अपेक्षित न हो:-

(क) "किसी श्रेणी के संबंध में नियुक्ति प्राधिकारी" से वह प्राधिकारी अभिप्रेत है जो केंद्रीय सिविल सेवा (वर्गीकरण, नियंत्रण और अपील) नियम, 1965 के अधीन उस श्रेणी में नियुक्ति करने के लिए सशक्त है;

(ख) "नियत दिन" से वह तारीख अभिप्रेत है जब ये नियम प्रवृत्त होंगे।

(ग) किसी श्रेणी के संबंध में "अनुमोदित सेवा" से निम्नलिखित अभिप्रेत है;

(i) उस श्रेणी में सीधे भर्ती किए गए किसी अधिकारी के संबंध में, उस वर्ष से, जब सीधी भर्ती के लिए परीक्षा आयोजित की गई थी, अगले वर्ष के जुलाई मास की पहली तारीख से उस श्रेणी में की गई नियमित सेवा की अवधि या अवधियां, जिसमें अनुपस्थिति की वह अवधि या अवधियां सम्मिलित हैं जिसके दौरान उसने श्रेणी में नियमित आधार पर तब पदधारित किया रहता, यदि वह छुट्टी पर

नहीं होता या उस पद को धारित करने के लिए अन्यथा उपलब्ध नहीं होता।

(ii) उस श्रेणी में विभागीय परीक्षा के माध्यम से भर्ती किए गए किसी अधिकारी के संबंध में उस वर्ष के जुलाई मास की पहली तारीख से, जिसकी रिक्तियों के लिए ऐसी परीक्षा आयोजित की गई थी, श्रेणी में की गई नियमित सेवा की अवधि या अवधियां, जिसमें अनुपस्थिति की वह अवधि या अवधियां सम्मिलित हैं जिसके दौरान उसने श्रेणी में नियमित आधार पर उस दशा में ऐसा पद धारित किया रहता यदि वह छुट्टी पर नहीं होता या उक्त पद धारित करने के लिए अन्यथा उपलब्ध नहीं होता।

(iii) निम्नतर श्रेणी में सेवाकाल के आधार पर श्रेणी में भर्ती किए गए किसी अधिकारी के संबंध में उस वर्ष के जुलाई मास की पहली तारीख से, जिसके लिए भर्ती की गई थी, श्रेणी में की गई नियमित सेवा की अवधि या अवधियां, जिसमें अनुपस्थिति की वह अवधि या अवधियां सम्मिलित हैं जिसके दौरान उसने श्रेणी में नियमित आधार पर उस दशा में पदधारित किया रहता यदि वह छुट्टी पर नहीं होता या उक्त पद धारित करने के लिए अन्यथा उपलब्ध नहीं होता।

परंतु यह है कि उपखंड (i), (ii), (iii) में उल्लिखित मामलों में से किसी में भी नियुक्ति ग्रहण करने में नब्बे दिन से अधिक का विलंब हो तो वह विलंब उस अधिकारी की किसी त्रुटि से नहीं होना चाहिए;

(घ) सेवा की किसी श्रेणी के संबंध में "प्राधिकृत संख्या" से उस श्रेणी में ड्यूटी पदों की वह संख्या, जो नियम 5 में विनिर्दिष्ट है, अभिप्रेत है जिसके प्रति नियमित नियुक्तियों की जा सकेंगी;

(ङ) संवर्ग से प्रथम अनुसूची के स्तम्भ (2) में विनिर्दिष्ट मंत्रालयों या कार्यालयों में या उस अनुसूची के स्तम्भ (3) और (4) में ऐसे मंत्रालय या उसके कार्यालयों के सामने विनिर्दिष्ट सभी कार्यालयों में ज्येष्ठ चयन श्रेणी (निदेशक), चयन श्रेणी (उपसचिव), श्रेणी-1 (अवर सचिव), अनुभाग अधिकारी और सहायक की श्रेणियों के पदों

MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES AND PENSIONS**(Department of Personnel and Training)****NOTIFICATION**

New Delhi, the 27th February, 2009

G.S.R. 140(E).— In exercise of the powers conferred by the proviso to article 309 of the Constitution and in supersession of the Central Secretariat Service Rules, 1962, except as respects things done or omitted to be done before such supersession, the President hereby makes the following rules, namely :—

1. Short title and commencement.—(1) These rules may be called the Central Secretariat Service Rules, 2009.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. Definitions.— In these rules, unless the context otherwise requires.:-

- (a) "appointing authority" in relation to any Grade means the authority empowered under the Central Civil Services (Classification, Control and Appeal) Rules, 1965, to make appointments to that Grade;
- (b) "appointed day" means the date on which these rules come into force;
- (c) "approved service" in relation to any Grade means;
 - (i) in respect of an officer recruited directly to that grade, period or periods of regular service rendered in that grade, including period or periods of absence during which he would have held a post on regular basis in that grade but for his being on leave or otherwise not being available to hold such post, from the first day of July of the year, following the year in which the examination for direct recruitment was held;
 - (ii) in respect of an officer recruited to that grade through departmental examination, period or periods of regular service rendered in that grade, including period or periods of absence during which he would have held a post on regular basis in that grade but for his being on leave or otherwise not being available to hold such post, from the first day of July of the year for vacancies of which such examination was held;

(iii) in respect of an officer recruited to that grade on the basis of length of service in the lower grade, period or periods of regular service rendered in that grade, including period or periods of absence during which he would have held a post on regular basis in that grade but for his being on leave or otherwise not being available to hold such post, from the first day of July of the year for which the recruitment was made:

Provided that where there is delay of more than ninety days in joining on appointment, in any of the cases mentioned in the sub clauses (i), (ii) and (iii) above, such delay should not be due to any fault on the part of the officer;

- (d) "authorised strength" in relation to any grade of the Service means the strength of duty posts in that Grade, as specified in rule 5, against which regular appointments may be made;
- (e) "cadre" means the group of posts in the Grades of Senior Selection Grade (Director), Selection Grade (Deputy Secretary), Grade-I (Under Secretary), Section Officer and Assistant in any of the Ministries or Offices specified in column (2) of the First Schedule and in all the Offices specified against such Ministry or its Office in column (3) and (4) of that Schedule;
- (f) "Cadre-unit" means the participating Ministries or Departments as specified in column (2) of the First and Second Schedules;
- (g) "Cadre Controlling Authority" in relation to officers appointed to any grade of Central Secretariat Service means the Department of Personnel and Training in the Ministry of Personnel, Public Grievances and Pensions;
- (h) "cadre officer" in relation to any grade means a member of the Central Secretariat Service;
- (i) "Commission" means the Union Public Service Commission;
- (j) "Common seniority list" in relation to any Grade means the seniority list of officers of that Grade serving in all the cadre units specified in the First Schedule as on the appointed day and revised annually in accordance with the regulations to be framed in this behalf by the Central Government;

- (k) "direct recruit" means a person recruited on the basis of a competitive examination, other than a departmental competitive examination recruited through the Staff Selection Commission;
- (l) "duty post" in relation to any Grade of the service means a Cadre post held by officers of the service on a substantive basis in any post specified in the Second Schedule;
- (m) "Limited Departmental Competitive Examination" in respect of any grade of the service means a competitive examination held by the Commission or the Staff Selection Commission, as the case may be, to select candidates for that grade from amongst the respective feeder grades;
- (n) "Grade" means any of the Grades specified in rule 3;
- (o) "Ministry" means a Ministry in the Government of India and includes a Department of a Ministry or other Offices specified in columns (2), (3) and (4) of the First Schedule;
- (p) "Prescribed" means prescribed by the rules made by the Central Government under these rules;
- (q) "permanent officer" means a person who has been confirmed in Service;
- (r) "probationer" means an officer either directly recruited or promoted to the Assistants' Grade or appointed to Grade-I on probation against a regular vacancy;
- (s) "range of seniority" in relation to any grade means the range specified by the Central Government in the Department of Personnel and Training in the Ministry of Personnel, Public Grievances and Pensions in the common seniority list for that grade for additions to Select List;
- (t) "regular officer", in relation to any grade, means a person who has been appointed against a regular vacancy either through direct recruitment or through a Limited Departmental Competitive Examination or through promotion from Select List and who has completed the period of probation under rule 13 to the satisfaction of the appointing authority;

- (u) "regular vacancies", in relation to a grade, includes vacancies arising out of death, retirement, promotion, resignation, deputation or transfer or long leave of incumbents;
- (v) "Schedule" means a Schedule to these rules;
- (w) "Select List" in relation to the Senior Selection Grade, Selection Grade, Grade I, Section Officers' Grade and the Assistants' Grade means the Select List prepared in accordance with the regulations made under sub-rule (4) of the rule 11 or rule 12, as the case may be;
- (x) "Service" means the Central Secretariat Service;

3. Composition of the Service.- (1) There shall be five Grades in the Service which are classified into two groups as given below:-

S.No.	Group of post/grade	Grade	Classification
(1)	(2)	(3)	(4)
1	A	Senior Selection Grade	Central Civil Service Group A Ministerial
2	A	Selection Grade	Central Civil Service Group A Ministerial
3	A	Grade-I	Central Civil Service Group A Ministerial
4	B	Section Officer	Central Civil Service Group B Ministerial
5	B	Assistant	Central Civil Service Group B Ministerial

(2) The posts in the Senior Selection Grade, Selection Grade, Grade I and the Section Officers' Grade shall be gazetted posts and those in the Assistants' Grade shall be non-gazetted posts.

4. Combined Gradation List of Officers of the Central Secretariat Service. - (1) There shall be a single combined gradation list called Common Seniority List for each grade of the Service specified in rule 3.

(2) The Common Seniority List for each grade of the Service shall be prepared as on 1st January of every year.

5. The authorised cadre strength of the Service.- (1) The authorised strength of various Grades of the Service shall be as specified in Table below:-

Table

S.No.	Name of the Grade	Sanctioned strength
(1)	(2)	(3)
1	Senior Selection Grade (Director)	110
2	Selection Grade (Deputy Secretary)	330
3	Grade-I (Under Secretary)	1400
4	Section Officers' Grade	3000
5	Assistants' Grade	4904
TOTAL		9744

(2) There shall be a Deputation Reserve of twenty percent, Leave Reserve of three percent and Training Reserve of one percent of the sanctioned strength of officers of Grade-I and above.

(3) The percentage of posts referred to under sub-rule (2) of this rule shall be in addition to the sanctioned strength indicated under column (3) of the Table referred to in sub-rule (1) in respect of posts mentioned against serial number 1 to 3.

6. The cadre unit-wise distribution of posts of different grades of the Central Secretariat Service cadre mentioned in rule 5 above among the participating Ministries or Departments is given in the Second Schedule (A and B).

7. Initial Constitution of a Cadre unit.- The regular officers for all grades of the Service on the day on which a cadre-unit is initially constituted shall be determined by the Central Government.

8. Posting of cadre officers.- Every cadre officer shall, unless he is on leave or otherwise not available for holding a duty post, be posted against a duty post of the appropriate Grade in the cadre unit.

9. Duty posts to be held by cadre officers.- Every duty post in the Service shall be held by a cadre officer of appropriate grade.

10. Confirmation. - Confirmations of all Central Secretariat Service officers shall be made only once at the entry level into the Service.

11. Recruitment to Senior Selection Grade, Selection Grade and Grade I.-

(1) Regular vacancies in the Senior Selection Grade shall be filled by promotion of regular officers of Selection Grade who have rendered not less than five years' approved service in that Grade and are included in the Select List for the Senior Selection Grade prepared under sub-rule (4).

(2) Regular vacancies in the Selection Grade shall be filled by promotion of regular officers of Grade I who have rendered not less than five years' approved service in that Grade and are included in the Select List for the Selection Grade prepared under sub-rule (4).

(3) Regular vacancies in Grade I shall be filled by promotion of regular officers of the Section Officers' Grade who have rendered not less than eight years' approved service in that Grade and are included in the Select List for Grade I of the Service prepared under sub-rule (4).

(4) For the purposes of sub-rules (1), (2) and (3), a Select List for the Senior Selection Grade, Selection Grade and Grade I shall be prepared and published annually. The procedure for preparing and revising the Select Lists shall be such as may be prescribed by regulations made by the Central Government:

Provided that the regulations relating to the procedure for preparing and revising the Select List for Grade I shall be prepared in consultation with the Commission.

12. Recruitment to the Section Officers' and the Assistants' Grade. -**(1) SECTION OFFICERS' GRADE**

(a) The regular vacancies in the Section Officers' Grade shall be filled fifty percent. through Limited Departmental Competitive Examination and fifty percent by appointment of persons included in the Select List for the Section Officers' Grade.

(b) The rules for the Limited Departmental Competitive Examination referred to above shall be determined by regulations made by the Department of Personnel and Training and the allotment of candidates from the result of this examination to the various cadre units shall also be made by that Department:

Provided that if sufficient number of candidates are not available for filling up the vacancies in a cadre unit in any recruitment year, either by Limited Departmental Competitive Examination or by promotion on the basis of seniority, the unfilled vacancies shall be carried forward and added to the number of vacancies of the same mode of recruitment to be filled in the next recruitment year:

Provided further that no such unfilled vacancies shall be carried forward for more than two recruitment years, beyond the year to which the recruitment relates, where after the vacancies if any, still remaining unfilled belonging to one mode of recruitment shall be transferred as additional vacancies for the other mode of recruitment.

(2) ASSISTANTS' GRADE

(a) Seventy Five per cent of the regular vacancies in the Assistants' Grade in the cadre units shall be filled by direct recruitment of graduates possessing computer proficiency as may be notified by the Department of Personnel and Training on the basis of results of a Competitive Examination held by the Staff Selection Commission once in a year for this purpose. Out of the remaining vacancies, fifteen percent shall be filled by promotion on the basis of seniority and ten percent through Limited Departmental Competitive Examination for Upper Division Clerks of Central Secretariat Clerical Service to be conducted by Staff Selection Commission once in a year for this purpose. As a one time exception, resultant vacancies of Assistants arising from the cadre restructuring of Central Secretariat Service in 2003 shall be filled up from Upper Division Clerks by way of fifty percent through Limited Departmental Competitive Examination and fifty percent by seniority.

(b) The appointments of the persons whose names have been included in the Select List shall be made in the order of seniority in that Select List. For the purpose of this rule a Select List for the Assistants' Grade shall be prepared and published annually.

(c) The rules for the Competitive Examinations and Limited Departmental Competitive Examination referred above shall be determined by regulations made by the Department of Personnel and Training and the allotment of candidates from the results of these examinations to the various cadre units shall be made by that Department.

(d) The procedure for preparing and revising the Select List for Section Officers Grade and Assistants Grade shall be determined by regulations made by the Department of Personnel & Training.

13. Probation.- (1) Every officer, either directly recruited or promoted to the Assistants' Grade or appointed to Grade-I shall initially be appointed on probation, the period of probation being two years from the date of appointment.

(2) Every person other than a direct recruit shall, when first appointed to the Assistant Grade, be on probation for a period of two years from the date of such appointment.

(3) The period of probation specified in sub-rules (1) and (2) may, if the appointing authority deems fit, be extended in any case, but the total period of extension of probation shall not, save where it is necessary by reason of any departmental or legal proceedings pending against the officer, exceed one year.

(4) During probation, a member of the Service may be required to undergo such training and to qualify such tests as the Department of Personnel and Training in the Ministry of Personnel, Public Grievances and Pensions may prescribe from time to time.

14. Confirmation of probationers.- Until a probationer appointed to either Assistant Grade or Grade-I of the Service has completed his probation in a manner to be determined by Regulations to the satisfaction of the appointing authority, he shall not be eligible for confirmation in Service. An officer shall continue to be on probation till he is confirmed under this rule or is discharged or reverted under rule 15.

15. Discharge or reversion of probationers.- (1) A probationer who has no lien on any post under the Central Government or any State Government shall be liable to be discharged from the Service at any time without notice if on the basis of his performance or conduct during probation, he is considered unfit for further retention in the Service.

(2) A probationer who holds a lien on a post under the Central Government or any State Government may be reverted to such post at any time for the reasons specified in sub-rule (1).

(3) A probationer who is not considered suitable for confirmation at the end of the period of probation specified in sub-rule (1) of rule 13 or at the end of the extended period of probation, if any, under sub-rule (3) of that rule, shall be discharged or reverted in accordance with sub-rule (1) or sub-rule (2), as the case may be.

(4) A member of the Service on probation in Assistant Grade or Grade-I who is not considered suitable for continuance in that Grade during or at the end of the period of probation specified in sub-rule (2) of rule 13 or the extended period, if any, under sub-rule (3) of that rule, shall be reverted to the next lower grade of the Service or to the concerned grade of the Central Secretariat Clerical Service, as the case may be, from which he was appointed on probation to the grade of the Service.

16. Seniority.- (1) The relative seniority of members of the Service appointed to any Grade before the appointed day shall be regulated by their relative seniority as determined before the said date:

Provided that, if the seniority of any such officer had not been specifically determined before the said date, it shall be as determined by the Department of Personnel and Training in the Ministry of Personnel, Public Grievances and Pensions.

(2) The seniority of persons appointed to any Grade after the appointed day shall be determined as follows, namely: -

I. Senior Selection Grade, Selection Grade, Grade 1 and Section Officer.-

The inter-se seniority of officers appointed to the Grade after the appointed day shall be regulated by the order in which their names are included in the Select List for the Grade:

II. Assistants' Grade.-

(i) Regular Officers

(a) Direct recruits shall be ranked inter-se in the order of merit reckoned on the basis of final ranking obtained on the basis of marks obtained by the candidate in such of the mandatory training programme as may be prescribed by the Central Government and the marks obtained in the examination conducted by the Staff

Selection Commission in the ratio of 25:75 respectively, the recruits of an earlier examination being ranked senior to those of a later examination:

Provided that the seniority of persons recruited through the Competitive Examination held by the Staff Selection Commission shall be such as may be prescribed by the Central Government applicable to Central Civil Services.

(b) Persons appointed regularly to a Grade from the Select List for the Grade shall be ranked inter-se according to the order in which they are so appointed;

(c) The relative seniority of direct recruits to a Grade and persons regularly appointed to the Grade from the Select List for the Grade shall be regulated in accordance with the provisions of Regulations made in this behalf by the Department of Personnel and Training in the Ministry of Personnel, Public Grievances and Pensions.

17. Pay.- The scales of pay attached to the various Grades of the Service shall be as follows, namely: -

- (i) Senior Selection Grade: Rs 37400-67000 (PB-4)+Rs 8700 (Grade Pay)
- (ii) Selection Grade: Rs 15600-39100 (PB-3) + Rs 7600 (Grade Pay)
- (iii) Grade I: Rs 15600-39100 (PB-3) + Rs 6600 (Grade Pay)
- (iv) Section Officers' Grade: Rs 9300-34800 (PB-2) + Rs 4800 (Grade Pay)

Note: The non-functional pay scale of Rs 15600-39100 (PB-3) +Rs5400 (Grade Pay) is admissible to the Section Officers of the Service on completion of 4 years of approved service in that grade. The Section Officers, who are granted this non-functional pay scale will continue to remain in Group 'B' (Gazetted) and their eligibility for promotion to Grade I (Under Secretary) of the Service will be reckoned on the basis of total period, spent in both the scales of Section Officer, counted together.

- (v) Assistants' Grade: Rs 9300-34800 (PB-2) + Rs 4200 (Grade Pay)

Grades shall be regulated in accordance with the Rules relating to pay of Central Civil Services.

(2) The pay of a probationer in a Grade may, on his completing each year of probation to the satisfaction of the appointing authority and qualifying the prescribed periodic tests, be raised, by one stage in the time scale.

19. Inter-cadre transfers.- The Department of Personnel and Training shall be the competent authority to transfer a cadre officer of any Grade from one cadre unit to another.

20. Constitution of new cadre units.- (1) The Department of Personnel and Training shall be the competent authority to amend, modify and create additional cadre units as given in the First Schedule.

(2) The authorised strength and the regular officers in each Grade in any new cadre unit initially constituted under sub-rule (1) shall be as determined by the Department of Personnel and Training.

(3) After a new cadre unit has been constituted under sub-rule (1) and its initial constitution determined under sub-rule (2), all the other provisions of these rules shall apply to such cadre unit.

21. Regulations.- The Department of Personnel and Training may make regulations, not inconsistent with these rules, to provide for all matters for which provision is necessary or expedient, for the purpose of giving effect to these rules.

22. Residuary matters.- In regard to matters not specifically covered by these rules or by regulations or orders made or issued there under, or by special orders, the members of the Service shall be governed by the rules, regulations and orders applicable to the Central Civil Services in general.

23. Power to relax. - Where the Central Government is satisfied that the operation of any of these rules causes undue hardship in any class or category of persons or posts, it may dispense with or relax the requirement of the rule to such extent and subject to such conditions, as it may consider necessary.

24. Repeal and savings.- (1) The Central Secretariat Service Rules, 1962 and regulations framed there under, as amended from time to time, in force before the commencement of these rules are hereby repealed subject to any notification, rule, regulation, order or notice issued, or any appointment or declaration made, or exemption granted or any penalty or fine imposed or any other thing done or any other action taken under the previous rules or regulations and in force immediately before such commencement shall so far as it is not inconsistent with the provisions of these rules, be deemed to have been issued, made, granted, done or taken under the corresponding provisions of these rules.

25. Reservations.- Nothing in these rules shall affect reservations, relaxation and other concessions required to be provided for the Scheduled Castes and the Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

26. Interpretation.- Where any doubt arises as to the interpretation of any of the provisions of these rules, or the regulations made there under, the matter shall be referred to the Department of Personnel and Training in the Ministry of Personnel, Public Grievances and Pensions whose decision thereon shall be final.

Item No. 4 of Special CBT

184th CBT Meeting

Item No.4: Restructuring of Group "B" and Group "C" staff in Headquarters and restructuring of Physical Facilities Division in Headquarters.

Part A

The Central Board of Trustees in its 163rd meeting held on 19.8.2003 while implementing the directions of the Hon. CAT in OA 1398/02 directing the implementation of the decision of the Executive Committee in its 38th meeting held on 04.12.2001 had equated the position of Assistants and Section Officers in the Headquarters with that of the identical grades in Central Secretariat Services (CSS). The staff side of the Headquarters has been demanding staffing of the Headquarters office in the pattern which has been accepted by the Board. The Sub-Committee of CBT while analyzing the report of the XLRI was of the view that the issues relating to Headquarters needs to be looked into separately and the Committee deferred the study on staffing Headquarters office to be included in its final report. In the meanwhile the staff side has moved the Chairman, Sub-Committee of CBT on XLRI Report and represented that the benefit of restructuring to be extended to staff of Headquarters as well along with the restructuring of the field offices. Accordingly the issue relating to re-structuring of Headquarters has been attempted for consideration of the Board.

2. While the staff side was raising the issue of re-structuring of the Headquarters office on the pattern of the CSS, CPFC has constituted a Committee of officers to look into the grievances and to suggest appropriate methodology to re-structure the Headquarters Office. The Committee after deliberating on the issues and in consultation with the Central Provident Fund Employees Union, the representative body of the Staff in Headquarters Office has submitted its report on 4.5.2008. A copy of the Report is placed at Annexure-I.

3. The Committee had studied the staffing pattern of the CSS as recommended by the Committee on Cadre Restructuring of Central Secretariat Service (CSS) in February 2002 and has also studied the staffing of Headquarters office as per the principles adopted in staffing CSS. The Committee was of the view that as the equation of working of the

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Headquarters with that of CSS was only done in the grades of Assistants and Section Officers, the Committee found it difficult to attempt the re-structuring. The report submitted by the Committee has also not touched upon the staffing requirement by adopting norms. The Committee was of the view that the decision taken by the CBT in equating the grades of Assistants and Section Officers with the identical grades in CSS and the issue of equating the work handled by the staff in Headquarters with that of CSS need to be addressed afresh. However without addressing the issues, the Committee had suggested creation of additional Sections. No rationale is, however, given by the Committee in recommending the additional Sections.

4. A perusal of the report of the Committee would reveal that though the Committee considered the inadequacy of career growth of the staff upto to the level of Section Officers in Headquarters office, the Committee has not considered the pattern of staffing to be applied to the Headquarters. Once the work handled in Headquarters by the Assistant and Section Officers are equated with the work of Assistants and Section Officers of CSS, the core issue that remains is the treatment to be given to the SSAs who are presently entrusted with the identical work of Assistants in the Headquarters. The grade of SSA is having a structure of entry level in Rs.4000-6000, a time scale of Rs.4500-7000 after 4 years of regular service and 60% of the SSAs are allowed the scale of Rs.5000-8000. All these grades are entrusted with the identical work of that of Assistants. This anomaly can be addressed only if the principle of entrusting the identical work to identical grade is attempted. In order to facilitate this requirement, the decision of the Board in allowing the scale of Assistants in the Central Secretariat Service to all the officers whose duties and responsibilities are identical to that of Assistants need to be considered. The duties and responsibilities presently entrusted to the Assistants and SSA in the Headquarters office is as follows:

- The functions and responsibilities of SSA and Assistants of Headquarters office are quite distinct and different from functions and responsibilities of Field Offices of EPFO. No distinction is made between the Assistants and SSAs in their functions.

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- The SSAs and Assistants in the Head Office are entrusted with the responsibilities of formulating new policy initiatives, evolving options and obtaining decisions of the Apex Body viz the CBT apart from high level policy initiatives.
- SSAs and Assistants also deal with the process of evolving and implementing the policies, changes in the procedures and over-seeing implementation of mandate given to the Organisation.
- The staff of Head Office is also designing the Annual Business Plan for the Organisation for field activities, sets goals and measurement standards and over-seeing fulfillment of business plan by periodically monitoring and execution of the designed plans.
- In the Compliance area, the SSA and Assistants are entrusted with the duties relating to framing strategic goals giving directions to the field offices for improving coverage and service, containing defaulters, collection of arrear dues etc.
- Both the grades are also entrusted with the review of legislative arrangements in the context of changing and evolving ground reality and development of proposals to amend the Act and the Schemes including the drafting of the proposed changes and content.
- To keep track of management of the Fund and take necessary steps to assist the Board in discharging the statutory and fund responsibilities.
- To evolve personnel policies, manpower development initiatives, over-seeing of the deployment of manpower to support the work load of the field office and reviewing the policy initiative for career growth etc.

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5. The above duties and responsibilities are only illustrative and indicative of the higher level of responsibility taken by the SSAs and Assistants in Headquarters. The nature of work handled by Assistants and SSAs being alike and no special assignment is available exclusively to Assistants in Headquarters office nor is it feasible.

6. The sanctioned strength of SSAs being 166 is 2.27 times the strength of Assistants. Interestingly, the majority of the work is handled by SSAs and the Assistants though in a higher grade, handle comparatively less work. This situation has arisen due to the fact that though the proposal was mooted to equate the work of Assistant and Section officer with that of CSS, the category SSA who were entrusted with the identical responsibility of Assistants are not considered while re-structuring. The imbalance presently available in the Headquarters office can therefore be addressed only if the grades of SSA who are presently entrusted with the same nature of work and responsibility to that of Assistants are measured and re-structured by reducing the sanctioned strength of SSA and by providing sanction of additional Assistants, UDC and LDC in line with CSS pattern.

7. Over the years, there has been an average 9% growth in the member strength of the field offices. The proposed re-structuring on the basis of the growth and posting of Additional CPFC in charge of two political states would also considerably reduces the volume of work to be handled by Headquarters office. The approach taken in the interim report of Sub-Committee also reiterates the need to have an effective monitoring and evaluation mechanism in the field offices and also in the Headquarters office. This arrangement would confine the activities in the various divisions in Headquarters in addressing policy initiatives, policy formation and implementation. Considering this position, it is proposed that the re-structuring of the Headquarters Office may be attempted by reducing the strength by 10% of the existing staff.

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8. The ratio between Section Officers, Assistant, UDC and LDC in the Central Secretariat is 1: 1.7: 0.18: 0.27. The basic requirement for equating Headquarters office with that of CSS was to re-structure the post of SSA in Headquarters office and substitute this posts with that of Assistants and thereafter create the post of Section Officer in accordance with ratio prevailing in Central Secretariat. Once the ratio is applied the requirement of staff in Headquarters Office would be as stated below:

CADRE	SCALE OF PAY	PRESENT SANCTIONED STRENGTH	PROPOSED MANPOWER
SECTION OFFICER	6500-10500	57	86
ASSISTANT	5500-9000	73	147
SOCIAL SECURITY ASSISTANT	4000-6000	166	--
UPPER DIVISION CLERK	4000-6000	--	16
LOWER DIVISION CLERK	3050-4590	08	24
TOTAL		304	273

Once the ratio in the CSS is adopted the number of posts that will be available for manning Headquarters will be 147 Assistants, 24 Lower Division Clerks and 16 Upper Division Clerks and 86 Section Officers. The pattern of CSS would thus be achieved by re-structuring of existing sanctioned staff after reduction of 10% of total staff strength and after re-distribution in the ratio that is prevailing in the CSS. On re-structuring, the posts would be filled by following under the existing Recruitment Rules and vacancies occurring after the date of re-structuring should be filled up only after notifying the Recruitment Rules made identical to that prevailing in the CSS as follows:

- The method of recruitment in the grade of Section Officer would be 50% by promotion and 50% by departmental examination.
- The method of recruitment in the grade of Assistant would be 75% by DR, 15% by promotion and 10% by L.D.C.E.
- The Recruitment Rules of UDC and LDC in the CSS would be adopted.

ANNEXURE - I

Report of The Cadre Restructuring Committee of Group B and C Cadre in EPFO Hqrs.

Introduction:

Vide office order No HRD/P-IV/1(1) 2001/Recruitment Rules/SO/pt. II/9911-9916 dated 22 May 2008, the Central Provident Fund commissioner constituted a committee of officers headed by Additional Central Provident Fund Commissioner (HR) to examine the issue of cadre restructuring of Group B and Group C cadre in Headquarters of Employees' Provident Fund Organisation in accordance with the decision of 38th Executive Committee held on 04.12.2001, equating Superintendents and Assistants of EPFO headquarters with those of Section officers and Assistants of Central Secretariat Services.

The members of this committee are:

ACC (HR)	-	Chairman
RPFC (ASD)	-	Member
APFC (HRD)	-	Member

The terms of reference of the committee were:

- To examine the structure of CSS and modified structure after Implementation of the report of high powered committee appointed by D.O.P.T.
- To examine the existing structure of Employees' Provident Fund Organisation headquarters, and proposed modified structure at par with the existing structure of CSS.

Meetings of the committee

The committee met on the following dates 28.05.08, 30.05.08, 13.06.08 and 25.06.08 for deliberations.

The committee also invited the views of the Central Provident Fund Employees union on the issue.

Study and Analysis:

According to section 3 of the central secretariat service rules, 1962, the Composition of the CSS shall be as below:

- (1) There shall be four grades in the Service classified as follows, namely: -

Grade	Classifications
(i) Selection Grade (Deputy Secretary to the Govt. of India or equivalent)	Central Civil Service Group A Ministerial
(ii) Grade I (Under Secretary to the Govt. of India or equivalent)	
(iii) Section Officers' Grade	Central Civil Service Group B Ministerial
(iv) Assistant's Grade	

(2) Notwithstanding anything contained in sub-rule (1), Section Officers who were members of Grade II of the Service known immediately before the appointed day as the "Central Secretariat Service", and who have elected Class I status in the merged Section Officers' Grade of that Service constituted with effect from the 1st July, 1959 shall continue to retain their existing Class I status.

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(3) The posts in the Selection Grade, Grade the Section Officers' Grade and I shall be gazetted posts and those in the Assistants' Grade shall be non-gazetted posts.

The Committee studied the Report of the Cadre Restructuring Committee of the Central Secretariat Services in detail. The Committee was constituted in CSS for Cadre Review in Feb 2001, which submitted its report in 2002 and the recommendations were implemented in 2003.

The main recommendations of the Cadre Review Committee in CSS is:

- (i) Stoppage of Direct Recruitment in Section Officers' Grade.
- (ii) Introduction of a non-functional grade of Rs.8000-13500 for Section Officers.
- (iii) Centralization of the cadre management of the grades of Assistant and Section Officer with DOP&T for the purpose of seniority, promotion and inter-cadre transfer and the cadre management of the entire CSS to be entrusted with the CS Division of DOP&T.
- (iv) All future promotions to be vacancy based and no further in situ upgradation.
- (v) Stoppage of lateral entry of Stenographers Grade C through Limited Departmental Competitive Examination for the post of Section Officer and Private Secretary to the Grade of Under Secretary.
- (vi) The issue of application of DOP&T's OM dated 28.03.1988 regarding de-linking of confirmation from availability of permanent posts with retrospective effect in CSS to be processed on file.
- (vii) Revision of pay scale of Section Officers retrospectively w.e.f. 01.01.1986 not recommended.
- (viii) Granting of Group 'A' status to Section Officers and earmarking of posts in the grades of SAG and above for CSS not recommended.
- (ix) The Central Secretariat Clerical Service (CSCS) to be restructured and the number of posts in the Grade of Lower Division Clerk (LDC) and Upper Division Clerk (UDC) to be 15% (809) and 10% (538) of the existing strength respectively. As a one time exception, all additional posts in the grade of Assistant, as a result of cadre restructuring, to be filled by promotion of eligible UDCs and future vacancies to the extent of 75% through direct recruitment, 15% by promotion of UDCs and 10% through Limited Departmental Competitive Examination for UDCs; 15% of the posts retained in the grade of LDC to provide promotional avenues to Group 'D' employees.
- (x) Change in designations of SOs and Assistants not recommended.

ANALYSIS:

The accepted recommendations of the Cadre Review Committee in CSS constituted in 2001 and that submitted its report in 2003 vide Ministry of personnel P.G pensions, D.O.P.T's order No 21/37/03-CS.I dated 28.10.2003 is as under:

- (i) A new senior selection grade (Rs 14300-400- 18300) in the designation of Director introduced in the cadre CSS with cadre strength of 330.
- (ii) The cadre strength of CSS in respect of other grades as:
 - (a) Selection Grade (Deputy Secretary): 330
 - (b) Grade I (Undersecretary): 1400
 - (c) Section Officer: 3000
 - (d) Assistants: 4904

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- (iii) No In situ up gradations in any of the grades of CSS and all promotions to be vacancy based
- (iv) Further cadre Review to be undertaken after three years to remove distortions, if any due to downsizing of the government.

The restructured cadre as per section 3.4.13 is below:

Central Secretariat services (CSS)

S. No	Designation	Scale	Strength	Ratio
1	Director	14300-400- 18300 By promotion	110	1.1
2	Deputy Secretary (SG)	1200- 16500 By promotion	330	3.2
3	Under Secretary Grade I	10000-15200 By promotion	1400	13.6
4	Section Officers Group B gazetted	8000-13500 100% by placement of Section Officers, those who have completed 4 years in 6500 scale 6500-10500 (a) 75% by promotion (b) 25% by LDCE from amongst the Assistants	3000	29
5	Assistants Group B non gazetted Recruitment by All India exam of SSC	5500-9000 75% by DR 15% by promotion 10% by LDCE	4904	53.2
Total			9964	100.1

Central Secretariat Clerical Services (CSCS)

S. No	Designation	Scale	Strength	Ratio
1	UDC, Group C	4000-6000 75% by promotion 25% by LDCE Feeder Cadre LDC	538	39.9
2	LDC, Group C	3050- 4590 70% by promotion 30% by LDCE Feeder Cadre Group D	809	60.05
Total			1347	

The Scenario at Head quarters

It is observed that at present the strength of various cadre posts in Group C and Group B in headquarters is: 85 MTAs (Group D), 08 LDC, 166 SSA (UDC), 73 Assistant, 57 Section Officer making and 25 DEOs making a total strength of 414.

38th Executive Committee, CBT held on 04.12.2001, has equated recruitment as well as pay scales of Superintendents and Assistants of EPFO headquarters with those of Section officers and Assistants of Central Secretariat Services. Mapping the strengths and ratios of SO/Assistants with the central secretariat services following is the current scenario.

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S. No	Designation	Scale	Strength	Ratio
1	Director	14300-400- 18300	Exists if Section Officers are found suitable for promotion as APFC the main line cadre	
2	Deputy Secretary (SG)	1200- 16500		
3	Under Secretary Grade I	10000-15200		
4	Section Officers	(a) 8000-13500 (those who have completed 4 years in 6500 scale) (b) 6500-10500	25 32	18.6
5	Assistants	6500-10500	73	23.8
6	SSA (UDC)	4000-6000	166	54.9
7	LDC	3050-4590	08	
Total			304	

The ratios of SO and Assistants in the CSS services is 53.2% as Assistants and 29% as Section Officers.

The total strengths of the SOs and Assistants in headquarters of EPFO are 130. Distributing these two cadres as per the ratios existing in CSS we would have **70 Assistants and 38 Section Officers**. Currently we have **73 Assistants and 57 Section officers**.

To support this cadre we have 166 SSAs. Additionally there is a cadre of Data Entry Operators (25 in number) who were directly recruited and are working in the headquarters. The promotional prospects of DEOs are currently as DEO Grade A (Entry cadre), DEO Grade B, DEO Grade C. The DEOs are placed in different grades/pay scales beginning (4000,4500 and 5000) in the ratio of 40:40:20.

Also, there are 85 sanctioned Group D employees in this HQ. As the next promotion for Group D employees is LDC, the promotional avenue is almost NIL in view of 8 the posts in the cadre of LDC. This is because all the LDCs who cleared a skill test were converted into SSAs.

It is felt that there is acute stagnation in all cadres and staffs are holding the posts on Adhoc Basis for more than a decade.

It is also observed that there is Direct Recruitment Element in three cadres namely SSA (85%), Assistant (50%) and Section Officers (20%). Although infusion of fresh blood helps add value and quality, lack of adequate promotional avenue, is a dampener.

The Recruitment Rules of Section Officer has been modified in CSS consequent upon the Cadre Review at CSS, by abolishing the 20% DR element and amending as 50% by SQ and 50% through EQ.

It was also observed that all additional posts on restructuring has been filled through Seniority cum Fitness as a One Time Relaxation in the cadre of Assistant and Section Officer from UDC and Assistant respectively in CSS.

If the ratio of the staff as in CSS may be made applicable to those at Employees' Provident Fund Organisation, HQs, as on date on the pattern of CSS beginning Assistants/Section officers would-be as under:

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	Designation	Scale	Current Numbers	Ratio As In CSS	Proposed Numbers in the existing strength
1	Director	14300-400- 18300	0	1.1	2
2.	Deputy Secretary (SG)	1200- 16500	0	3.2	4
3	Under Secretary Grade I	10000-15200	0	13.6	18
4	Section Officers	(a) 8000-13500 (those who have completed 4 years in 6500 scale, numbering 25) (b) 6500-10500, (numbering 32)	25 32	29	38
5	Assistants	6500-10500	73	53.2	68
Total			130		130

Recommendations -

However, it may be appreciated that the Executive Committee, Central Board of Trustees, EPF, Central Board of Trustees, EPF has just equated the Recruitment Rules and pay scales of the Assistants and Section Officers and has not equated Head quarters with that of Central Secretariat Services. Accordingly, if the restructuring of Head quarters is to be done it needs a fresh attempt beyond the mandate given to this committee. This also so because the CSS is headed by a Secretary while at the headquarters of Employees' Provident Fund Organisation a JT Secretary level officer is the head.

Howsoever, the following is recommended to encourage and motivate the officials at head quarters and also aiming for speedy and effective and sensitive decision-making machinery:

(A) Bifurcation of wings at HQrs

HRM

(i) HRM may be bifurcated into three for each of the groups Viz Group A, Group B, and Group C and Group D separately in following manner.

- Manpower management Desk:** to take care of only routine HR issues primarily positioning of manpower.
- Manpower Development Desk:** This desk will be solely responsible for promotions and Training issues including issues relating to placements that are linked to deputation or foreign postings.
- Redressal and Residual Desk:** This desk will deal with issues relating to grievances or references relating specifically to HR including residual HR functions
- An Employee benefit desk** dealing with issues concerning various allowances
- A desk exclusively for pensioners and their welfare**

(ii) Thus there would be three sections each handling various groups divided between Group A, Group C and Group B&D making it 9 wings.

(iii) Additionally, we may have two policy desks named Policy Development Desk (PDD), PDD-I and PDD-II. The PDD-I desk would handle purely HR issues relating to cadre management, career growth, training and the likes. The PDD-II desks may look after employee benefit issues including various types of official entitlements that facilitate the operational efficiency of the Organisation.

The total number of sections in HRM would be 12. Currently we have 7 sections

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Compliance

Both Compliance and Recovery Wing separately can be restructured with 8 Sections, each handling a load of not more than four regions. The Compliance and recovery will separately have a coordination wing each that will handle policy issues relating to the implementation of the statute only. These wings will also be responsible for issuing any clarification or any circular on reference either by the compliance wings internally or as a reference from any public office after due examination. Thus we will have 8 sections for compliance, 8 sections for recovery and 2 sections on policy issues each for recovery and compliance and one **Statute Support Desk**, for dealing with issues relating to amendment of scheme, Act and manual revision relating to compliance and recovery making a total of **19 sections as summarized below.**

08 sections for Compliance (4 regions monitoring by each section for 32 regions)

08 sections for recovery

01 coordination section for compliance and recovery each, making it 02 coordination sections

01 **Statute Support Desk:** for dealing with issues relating to amendment of scheme, Act and manual revision relating to compliance and recovery.

Vigilance

The Vigilance wing may be bifurcated largely into two as (a) Routine HR issues (b) Preventive and Disciplinary desk. Each of these may have two sections dealing with one Zone at a time. Additionally, there can be a coordination desk that would facilitate uniformity, in dealing with issues of interpretation and would be a desk to issue circulars and clarifications if any asked by the field offices. The total positioning would thus be as below:

HR issues: 04 sections, **one for each zone**

Preventive and Disciplinary Desk: 04 sections, **one for each zone**

01 Coordination desk

The total sections would thus be 09.

Administrative Services Division

The ASD I may be bifurcated into following desks additionally:

Manpower Management Desk: to take care of only routine HR issues primarily positioning of manpower.

Manpower Development Desk: This desk will be solely responsible for promotions and Training issues including issues relating to placements that are linked to deputation or foreign postings.

Redressal and Residual Desk: This desk will deal with issues relating to grievances or references relating specifically to HR including residual HR functions

The ASD II may be bifurcated into 02 sections: One section may look after internal provisioning, the other may look after issues of provisioning that arise out of references made to head quarters either from the desk of Chairman Central Board of Trustees, EPF or from other bodies of Government of India.

Customer Services Division

The CSD can be restructured with 8 Sections, each handling a load of not more than four regions in lines with that of compliance suggested above. A coordination wing (CSD) will be responsible for strengthening institutional setup, issuing circulars and guidelines etc for improving service delivery and would also be a desk that would plan customer education, suggest appropriate field visit in critical field offices as inputs to ACC (CSD) for reducing grievance. The desk may also work towards innovation through Institutionalizing of a system of awards and punishments for performing and non-performing regions after analyzing the reasons of grievance etc.

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A **Customer Impact Desk** may be created to study repetitive nature of grievances for possible resolutions from policy intervention perspective through quality inputs to ACC (CSD) and C.P.F.C.

Thus the distribution would be as under:

08 sections (4 regions each by each section for 32 regions)

01 coordination section (CSD): for handling VIP references, or references from PMO, DPG etc.

01 **Customer impact Desk**: for dealing with issues relating to study of grievances and possible resolutions of them from policy intervention perspective for gradual impact. It would essentially be a research-oriented desk.

Public Information Division

The public Information deals with RTI applications. Over the period RTI reference have increased many fold. The PID may have three sections.

Two Zones may be handled by one section each for handling the RTI references. **One section may deal exclusively with appeals under RTI** for preparing papers for consideration of various appellate authorities in the headquarters. Currently, there is no assistance to Appellate Authorities for handling appeals. As per practice the same wing and the same Central Public Information Officer also processes the appeals in the capacity of Regional Provident Fund Commissioner of the wing for perusal of Appellate Authority who invariably is the Addl. Central Provident Fund Commissioner of the wing. This arrangement prevents quality disposal of appeal in an independent manner as the appeals are made against the decision of the CPIOs of the wing under consideration.

Pension

In wake of the "totalisation agreement" currently under progress, the pension wing may have an additional section for this purpose.

Finance

Two sections may be added to finance division that would assist the Investment-monitoring cell. Each section would monitor at least 02 fund managers.

NATRSS

The NATRSS may have four sections namely **one for training, one for research and hostel management, one for local administration** and one for administration of ZTIs

(B) Miscellaneous

1. After creation of these sections, the officials may be distributed as per the ratio applicable in CSS. As per the prevailing ratio of 1 SO: 1.7 Assistant, in CSS, the number of posts of Assistant be made 140 by upgrading 88 posts of UDC (SSA). In order to provide promotional avenue to Group D employees, the number of LDC posts be enhanced from present strength of 8 to 30 by downgrading 22 posts of UDC. The Strength of UDC (SSA) be made 48 for providing promotional avenue to LDCs.

2. Following change in Recruitment Rules be also made

(a) Section Officer: 50% **Seniority Quota** 50% **Examination Quota** as provided in Recruitment Rules of CSS and as approved by Executive Committee, Central Board of Trustees, EPF, Central Board of Trustees, EPF.

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(b) Assistants: 75% Direct recruitment Quota, 15% Seniority Quota and 10% Examination Quota as provided In Recruitment Rules of CSS and as approved by Executive Committee, Central Board of Trustees, EPF, Central Board of Trustees, EPF.

(c) For recruitment of the SSAs we may provide for 75% by Departmental Examination failing which by direct recruitment through SSC and 25% by Seniority quota.

(d) MTAs: No change suggested

3. In accordance with Central Secretariat Clerical Services (CSCS) a substantial cadre of LDCs may be created for having promotional avenue to the group D employees. The number of staff in this cadre may be 60.05% of the sanctioned strength of SSA and group D put together that is equivalent of UDC. This works out to be 60% of (166 SSAs + 08 LDCs = 174) as 104. We have only 08 LDCs currently therefore we may create 96 additional LDCs. The promotion criteria would be as below in accordance with the corresponding Central Secretariat Clerical Services (CSCS)

Designation	Scale
LDC, Group C	3050- 4590
	<ul style="list-style-type: none">70% by promotion30% by LDCEFeeder Cadre Group D

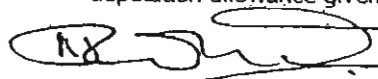
4. It is further recommended that all the DEOs of Headquarters may be given the opportunity to take examination for Assistants as well as section officers, these being young officials with bleak career prospects in the current scenario. DEO grade 'A' and grade 'B' may be made eligible for taking exam of Assistants and DEOs Grade 'C' may be made eligible for taking examination of Section Officers. For writing the examination of Section officers the eligibility period can be 12 years of combined service in the grade of DEO with at least 3 years of field experience.


(C) General conditions of service


As the Head quarters is a policy making body, It is felt that a field experience is likely to enhance quality of disposal at head quarters. Beginning SSAs through Assistants to Section Officers, it is felt that all these officials may be posted in the field offices of NCR for at least two years at a stretch on rotational basis to experience the real job and the problems involved. It may be impressed that this is essential as section Officers are feeder cadres of APFCs. The field level posting shall come every 5-6 years and 25% of the sanctioned staff in the cadre of SSA/Assistants and Section officers may be on the field job at a time.

(D) The committee also recommends that the PS may be removed from the feeder cadre of APFC the main line cadre. This is because the PS at the fag end of the career although get promoted as APFCs It is difficult to put use of their experiences to use as APFC which is a quasi-judicial job require generous field experiences. Instead the PS may be given the benefit of higher scales as promotion in different name as senior PS or so.

(E) Since Employees' Provident Fund Organisation headquarters has been equated as CSS services, all group A officers who are deputed to HQ may be allowed deputation allowance on the analogy of deputation allowance given to officers who come from central staffing scheme.


(KUMAR ROHIT) 4/9/08
RPFC (ASD)
MEMBER


(TRILOK CHAND) 4/9/08
ACC (HR)
CHAIRMAN


(Uttam Prakash) 4/9/08
APFC (HRD)
MEMBER

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Annexures

No.21/37/03-CS.I
Government of India
Ministry of Personnel, P.G. and Pensions
(Department of Personnel & Training)

3rd Floor, Lok Nayak Bhavan,
Khan Market, New Delhi - 110003.
Dated: 28th October 2003.

ORDER

Sub : Cadre Restructure of Central Secretariat Service (CSS).

The Government had set up a Committee on Cadre Restructuring of Central Secretariat Service (CSS) In February, 2001. The Committee submitted its report in February 2002. The Report of the Committee has been considered by the Government and inter alia following decisions, have been taken :

(i) A new Senior Selection Grade (Rs.14300-400-18300) to be designated as Director is introduced in CSS, with the cadre strength of 110.

(ii) The cadre strength of CSS in respect of other grades would be as under

(a) Selection Grade (Deputy Secretary)	330
(b) Grade I (Under Secretary)	1400
(c) Section Officer	3000
(d) Assistant	4904

(iii) There will be no further in situ upgradations in any of the grades of CSS and all promotions will be vacancy based.

(iv) Further Cadre Review of CSS would be undertaken after three years to remove distortions, if any, due to downsizing of the Government.

2. The restructured strength of CSS in various grades, as above will be effective from 03.10.2003.

3. Necessary notification relating to amendments to the CSS Rules will be issued separately.

(Devki Nandan Gupta)
Deputy Secretary to the Government of India
Telephone: 24624893

To
All Cadre Authorities of CSS

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No.21/6/2004-CS.I
Government of India
Ministry of Personnel, P.G. and Pensions,
Department of Personnel & Training

Dated: 16th March 2004.

OFFICE MEMORANDUM

Sub: Cadre Restructuring of CSS.

Ref: (I) DOP&T order No.21/37/03-CS.I, dated 28th October 2003.
(II) DOP&T order No.21/39/03-CS.I, dated 28th October 2003.
(III) DOP&T order No.21/36/03-CS.I, dated 13th November 2003.
(IV) DOP&T order No.21/42/2003-CS.I, dated 6th January 2004.

The Report of the Committee on Cadre Restructuring of Central Secretariat Service (CSS) was submitted to Government in February 2002. After careful consideration of this report, decisions have been reached and orders issued, as referred to above, in the course of operationalisation of some of them.

2. Consequent upon the revision of the sanctioned strength in various grades of CSS w.e.f. 3.10.2003 (vide ref. (i) above), a large number of additional posts in Selection Grade (Deputy Secretary), Grade I (Under Secretary) and Section Officers grade have now become available. Consequently, the resultant vacancies will also become available in the grade of Assistant. Regular appointments to these posts is required to be made from the Select Lists from the year 2003 of the respective grades as per the prescribed procedure. In relation to the promotion to the posts of Selection Grade (Deputy Secretary), Grade I (Under Secretary), Section Officer and Assistant's grade of CSS, following position has been noted by the Government:

(A) Selection Grade (Deputy Secretary) :

(i) This is a centralized grade and the Select Lists of this grade have been issued upto the year 1994 by this Department. Select Lists for the year 1995 and upto the year 2002 are yet to be issued.

(ii) Completion of this exercise upto the year 2002 would require identification of vacancies for each select list year and completion of procedural requirements including collection/completion of ACR dossiers of all eligible officers. These requirements would take some time.

(B) Grade I (Under Secretary) :

(i) This is a centralized grade and the Select Lists of this grade have been issued upto the year 1994 by this Department.

(ii) The process of preparation of select list for the years 1995 and 1996 is in advanced stage. However, completion of this exercise upto the year 2002 would require identification of vacancies for each select list year and completion of procedural requirements including collection/completion of ACR dossiers of all eligible officers. These requirements would take some time.

(C) Section Officers:

(i) So far, this grade is decentralized into 33 cadres. The Select Lists in this grade have been finalized upto the year 2000 and the Select List for the year 2001 is under preparation.

(ii) Preparation of further select lists would require collection of data from 33 cadres. This process would take some time.

(iii) Updated ACRs of Assistants within the zone of consideration are to be made available.

(D) Assistant:

(i) So far, this grade is decentralized into 33 cadres. Select Lists in this grade have been finalised upto the year 2000 and the Select List for the year 2001 is under preparation.

(ii) Preparation of further Select Lists would require collection of data from 33 cadres. This process would take some time.

(iii) Updated ACRs of UDCs within the zone of consideration are to be made available.

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3. Apart from the above position, specific number of posts to various Ministries/Departments within the total strength of the various grades of CSS, as prescribed in this Department's order No.21/37/03-CS.I, dated 28th October, 2003 (vide ref. (i) above) would need to be allocated; this may take some more time.

4. Further allocation of specific number of posts in different grades of CSS to various Ministries/Departments and appointment of officers thereto is likely to involve large scale transfers.

5. Keeping in view the above position, it has been decided to make ad hoc promotions purely as a stop-gap measure (till the regular candidates, appointed in accordance with the rules/instructions become available) on the following lines and subject to relevant court litigation, if any, and as applicable.

(A) Deputy Secretary:

(i) The existing senior Deputy Secretaries (in situ) (whose names have figured in the Grade-I select Lists upto the year 1991) would be considered for appointment as Deputy Secretary on ad hoc basis subject to their clearance from vigilance angle.

(ii) Such of the officers who are promoted on ad hoc basis will continue to work in the same Ministry/Department for the time being.

(iii) The ad hoc promotion shall not confer any right to continue in the grade indefinitely or, for inclusion in the Select List for the regular appointment or to claim seniority in the Selection Grade.

(iv) Ad hoc appointees may be moved to different Ministries/Departments as and when the allocation of specific number of posts to different Ministries/Departments is fixed apart from the transfers, which may in the meantime be necessitated due to Administrative exigencies.

(B) Under Secretary:

(i) The existing officers holding the post of Under Secretary on in situ basis would be considered for ad-hoc appointment as Under Secretary subject to their clearance from vigilance angle. Further, senior Section Officers (DR 1994) who are senior to some of the Under Secretaries (in situ) and have now completed the requirement of 8 years of eligibility/qualifying service for promotion) would also be considered for ad hoc appointment as Under Secretary subject to their fitness and clearance from vigilance angle.

(ii) Such of the officers who are promoted on ad hoc basis will continue to work in the same Ministry/Department for the time being.

(iii) The ad hoc promotion shall not confer any right to continue in the grade indefinitely or, for inclusion in the Select List for the regular appointment or to claim seniority in the Grade I.

(iv) Ad hoc appointees may be moved to different Ministries/Departments as and when the allocation of specific number of posts to different Ministries/Departments is fixed apart from the transfers, which may in the meantime be necessitated due to Administrative exigencies.

(C) Section Officer :

(i) As provided in this Department's order No.21/39/03-CS.I, dated the 28th October 2003 (vide ref. (ii) above) vacancies in this grade are to be filled up (for the Select List year 2003 onwards) from Assistants by way of 50% through LDCE and 50% by seniority. However, in view of large number of vacancies arising in this grade, exercise of filling up of these posts on regular basis through LDCE and seniority will take some time.

(ii) Hence, ad hoc promotions will be made purely as a stopgap measure. All the Assistants of the SCSS 1987 and 1988, who have not yet been included in the Select List of Section Officers and all the Assistants of SCSS of 1989, would be considered for appointment as S.O. on ad hoc basis subject to their fitness and clearance from vigilance angle.

(iii) The ad hoc promotion shall not confer any right to continue in the grade indefinitely or, for inclusion in the Select List for the regular appointment or to claim seniority in the S.O's. Grade.

(iv) Ad hoc arrangement would be made till regular candidates in S.O's grade are available through seniority and/or LDCE. Such ad hoc appointees should, therefore, note clearly that if they do not qualify for regular appointment through seniority/LDCE, they will be reverted back to Assistant grade on availability of regular S.Os.

(v) Ad hoc appointees may continue to work in the Ministry/Department on the strength of which they are borne for the time being - and to that extent posts of Section Officer would be deemed to have been temporarily allocated to the respective Ministries/Departments, as a stop gap arrangement until further orders to be issued by this Department. However, they may be shifted/transferred after the specific number of posts is allocated to different Ministries and/or in the administrative exigencies, which may in the meantime be necessitated.

- (vi) All existing ad hoc appointments made by the cadre authorities in S.O's grade who are junior to these Assistants, included in SCSL 1989 may be terminated immediately.

(D) **Assistant:**

- (i) The approved strength of the Assistant's Grade remains unchanged at 4904. As provided in this Department's order No.21/42/03-CS.I, dated 06.1.2004 (vide ref. (iv) above) vacancies in this grade for the Select List years 2001 and 2002 and normal vacancies for the Select List year 2003 will be filled up by promotion of UDCs of CSCS (50%) and through direct recruitment of All India Graduate Level Examination of SSC (50%). However, the resultant vacancies as a result of Cadre Restructuring of CSS for the Select List year 2003 will be filled up from UDCs of CSCS in the ratio of 50:50 by Seniority: LDCE. In view of large number of resultant vacancies arising in this grade, exercise of filling up of these posts on regular basis through LDCE and seniority will take some time.
- (ii) Hence, ad hoc promotions will be made purely as a stop gap measure. The UDCs of CSCS on the basis of their all Secretariat seniority would be considered for appointment as Assistant on ad hoc basis, subject to their fitness and clearance from vigilance angle.
- (iii) The ad hoc promotion shall not confer any right to continue in the grade indefinitely or, for inclusion in the Select List for the regular appointment or to claim seniority in the Assistant Grade.
- (iv) Ad hoc arrangement would be made till regular candidates in Assistant grade are available through seniority and/or LDCE. Such ad hoc appointees should, therefore, note clearly that if they do not qualify for regular appointment through seniority/LDCE, they will be reverted back to UDC grade on availability of regular Assistants.
- (v) While ad hoc appointees may continue to work in the Ministry/Department on the strength of which they are borne for the time being - and to that extent posts of Assistants would be deemed to have been temporarily allocated to the respective Ministries/Departments, as a stop-gap arrangement until further orders to be issued by this Department - they may be shifted/transferred out after the specific number of posts are allocated to different Ministries/Departments and/or in the administrative exigencies, which may in the meantime be necessitated.
- (vi) All existing ad hoc appointments made by the cadre authorities in Assistants' grade, who are junior to the UDCs, to be promoted as Assistant (ad hoc) on the basis of all Secretariat seniority list of UDCs, may be terminated immediately.

6. Depending on the outcome of the above exercise, further ad hoc arrangements in various grades of CSS and CSCS may be considered by this Department.

7. In the meanwhile, it has been decided that no further ad hoc arrangement shall be made by Ministries/Departments in any grade of CSS and CSCS under any circumstance until further instructions from this Department. It is requested that this may be noted by the Ministries/Departments (cadre authorities).

8. While this Department is in the process of issuing the orders of various grades of CSS on the above lines, the respective Ministries/Departments are requested to take advance action in respect of following issues:

- (i) Vigilance Clearance in respect of officers of all grades of CSS/CSCS may be ascertained.
- (ii) Since it is expected that for the time being ad hoc appointees would continue in the same Ministry/Department, the possible hierarchical levels and the allocations of work may be worked out, so that dislocation of work is avoided.
- (iii) ACRs of all eligible officers falling in the above categories may be kept ready so that there is no delay in making the actual appointments.
- (iv) Some of the officers may be on deputation. All such officers (upto the level of D.S.(in situ) may be asked to exercise their willingness or otherwise to avail of the benefit of ad hoc promotion as mentioned above.
- (v) The onus of informing these officers will be with those Ministries/Departments, from where the officer went on deputation last.

All Ministries/Departments are requested to take urgent necessary steps in this regard.

(Devki Nandan Gupta)
Deputy Secretary to the Govt. of India
Telephone: 24624893

To

- (1) All the 33 cadres.
- (2) All Ministries/Departments in respect of Under Secretary and Deputy Secretary.

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EMPLOYEES' PROVIDENT FUND ORGANISATION
DRAFT MINUTES OF THE
184th MEETING OF CENTRAL BOARD OF TRUSTEES (EPF)

Meeting: Central Board of Trustees, Employees' Provident Fund

Date: 11.11.2008

Venue : Employees' Provident Fund Organisation,
Conference Hall, 3rd Floor,
Bhavishya Nidhi Bhawan,
Bhikaiji Cama Place, New Delhi-110 066.

The 184th meeting of the Central Board of Trustees (Employees' Provident Fund) was held under the Chairmanship of **Shri Oscar Fernandez**, Hon'ble Minister of State (Independent charge) for Labour and Employment and Chairman, Central Board of Trustees (Employees' Provident Fund).

The following members were present at the Meeting:

<p>Smt. Sudha Pillai, Vice Chairperson, CBT (EPF) & Secretary to Govt. of India, Ministry of Labour & Employment Government of India, New Delhi.</p> <p>Shri S. Krishnan Special Secretary to the Government of India, Ministry of Labour & Employment Government of India, New Delhi.</p> <p>Shri Rajesh Verma JS & FA (L&E), Ministry of Labour & Employment Government of India, New Delhi.</p> <p>Dr. Shashank Saksena, Director (Pension Reforms), Deptt. Of Economic Affairs</p>	<p>Central Government Representatives</p>
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Shri W.R. Varada Rajan observed that recruitment of SSA which is the mainstay needs review. There is lack of planning and ultimately leads to shortages. There is a need to have recruitment on local basis. In past it has been experienced that SSA recruited on all India basis have moved out on transfer to the Regions near to their native places.

The Chairman agreed that there is a need to have futuristic requirement on qualification and experience and Computerization. With regard to the jurisdiction of the proposed Regions, the Chairman suggested that the members can take up with EPFO at the earliest. He observed that the recommendations of the Sub-Committee proposed in its interim report need to be implemented at the earliest.

With the above deliberations and discussions the agenda was approved. The queries of Shri A. D. Nagpal can be gone into and the figures given by him can be verified separately.

Item No.4: Restructuring of Group "B" and Group "C" staff in Headquarters and restructuring of Physical Facilities Division in Headquarters.

The CPFC introduced the item. He observed that the Sub-Committee on XLRI report has examined the larger aspect of restructuring and gave its interim recommendations. In Para 13 of its interim report which was placed before the Board it had recommended that the requirement of staff and officers in the Physical Facilities Division, Information Service Division, Stenographer Service and Headquarters office may be worked out and brought before the Board separately. The Board has also equated the posts in Headquarters with the post of Section Officers and Assistant in the Central Secretariat Service (CSS) in the past. The cadre of SSA was left out at that time. Meanwhile, further restructuring in the CSS has been done in the Central Government. As restructuring has taken place in the Regions further attempt has been made to restructure these posts at Headquarters. All the grades have been modeled on

the CSS structure and the Recruitment rules have been outlined to follow the Recruitment Rules in the CSS.

Shri Girish Awasthi observed that in Para 6 it has been mentioned that majority of work is handled by the SSAs and the Assistants though in higher grade are handling comparatively less work. If it has been proposed to abolish the post of SSA why there is discrimination in the Regional Office. This makes a strong case for putting SSA in better scale of pay.

Shri B.N. Rai agreed with the views of Shri Awasthi. The contents of para 6 were contradictory and required a re-look.

The CPFC clarified that the correct terminology for Headquarters needs to be "UDC". Regarding SSA, Sr. SSA and EO/AAO, Board had equated the posts with the Income Tax Department. The whole range of HR issues has been reviewed. The qualification for SSA is graduation and the job requirement is ability to handle Computers, Public interfacing, client interfacing. At Headquarters, the job is basically a file processing work and record keeping. Thus both the cadres in the field and Headquarters are at different footing in terms of pay scales.

JS & FA (L&E) observed that the agenda mentions old scale of pay. The Deptt. of Expenditure has issued a circular dated 30.09.2008 clarifying that Part B of the schedule is not automatically applicable to autonomous bodies. EPFO has adopted revised pay structure as per the 6th Central Pay Commission recommendations on point to point basis and hence the circular is applicable. In this case, the EPFO will have to set up a Group of Officers to look into the anomalies and not an Anomalies Committee. If the pay scales involve a change, it has to take prior approval of the Integrated Finance in the Ministry.

Shri W.R. Varada Rajan agreed with the proposal in Part A including the addendum as regards the Headquarters. With regard to Part B, he desired the matter may be looked into by an expert Committee.

Shri Girish Awasthi desired that the post of SSA may be merged with Sr. SSA to remove the anomalies.

The CPFC clarified that revisiting the PFD issue may not be appropriate. The number of posts has been enhanced keeping in view of the huge assets of the organization and the size of the budget. The organisation is not able to attract quality personnel in the PFD. There is no career opportunity and growth for the staff in the PFD. Unless there is a proper pyramid, career growth cannot be ensured.

Shri W.R. Varada Rajan observed that there is no logical explanation for sanction of staff in the Regions with regard to the assets. It is agreeable in spirit but requires a re look.

With the above discussions including the observations made by JS & FA, the Board approved the Part A of the agenda including addendum thereto.

At this juncture the Chairman was informed of the efforts of the staff of EPFO which had raised a sum of Rs. 40.00 lakhs for the people of Bihar affected by the floods. The Chairman appreciated the efforts of the staff and informed that rather accepting the the cheque for the amount it would be handed over by the EPFO staff to the Prime Minister of India themselves.

ItemNo.5: Re-structuring of the Information Services Wing in Employees Provident Fund Organization (EPFO).

&

Item No. 6: Request for waiver of damages in respect of M/s Alex Match Industries Ltd. TN/20755.

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भारत का राजपत्र The Gazette of India

असाधारण
EXTRAORDINARY

भाग III—खण्ड 4
PART III—Section 4

प्राधिकार से प्रकाशित
PUBLISHED BY AUTHORITY

सं. 204]

नई दिल्ली, मंगलवार, दिसम्बर 16, 2008/अग्रहायण 25, 1930

No. 204]

NEW DELHI, TUESDAY, DECEMBER 16, 2008/AGRAHAYANA 25, 1930

कर्मचारी भविष्य निधि संगठन

(मुख्यालय)

अधिसूचना

नई दिल्ली, 15 दिसम्बर, 2008

सं. एचआरडी/1(1)/2001/सीएसएस/आरआर/पार्ट II.—कर्मचारी भविष्य निधि और प्रकीर्ण उपबन्ध अधिनियम, 1952(1952 का 19), की धारा 5(घ) की उप-धारा 7 (क) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, केन्द्रीय बोर्ड एतद्वारा गजट अधिसूचना सं. एच आर डी/1(1)/2001/आर आर/एस ओ दिनांक 27 सितंबर 2003 द्वारा अधिसूचित कर्मचारी भविष्य निधि संगठन, अनुभाग अधिकारी(मुख्यालय), भर्ती नियम, 2003 में संशोधन करता है, अर्थात:-

1. (i) ये नियम कर्मचारी भविष्य निधि संगठन, अनुभाग अधिकारी (मुख्यालय), संशोधित भर्ती नियम, 2008 कहलाएंगे।
- (ii) यह सरकारी राजपत्र में प्रकाशन की तिथि से लागू होंगे।

कॉलम संख्या 2, 11 एवं 12 में निम्नलिखित प्रावधान प्रतिस्थापित किए जाएंगे :-

क्र.सं.	विवरण	संशोधित प्रावधान
2	पदों की संख्या	86 (कार्यभार के अनुसार परिवर्तनीय)
11	भर्ती की विधि सीधी भर्ती द्वारा या पदोन्नति द्वारा या प्रतिनियुक्ति पर स्थानांतरण द्वारा। यदि ऐसा है तो इन विधियों से भरी जाने वाली रिक्तियों का प्रतिशत।	50% विभागीय पदोन्नति कर्मचारी भविष्य निधि मुख्यालय के सहायकों में से जो 6 वर्ष नियमित सेवा कर चुके हों

		50% विभागीय प्रतियोगी परीक्षा क.भ.नि. मुख्यालय के सहायकों तथा निजी सचिव जो स्नातक हों और जो 5 वर्ष नियमित सेवा कर चुके हों।
12	यदि पदोन्नति / प्रतिनियुक्ति / स्थानांतरण द्वारा भर्ती होनी हो तो वे ग्रेड जिनसे पदोन्नति की गई है।	<p>(i) पदोन्नति (परीक्षा के अतिरिक्त) 50% क.भ.नि. मुख्यालय के सहायक जो 6500-10500 (पूर्व संशोधित) के घेतनमान में 6 वर्ष नियमित सेवा कर चुके हों।</p> <p>प्रारम्भिक उपयुक्तता: भर्ती नियमों के सभी प्रावधानों के लिए एकबारगी छील रूप में, पुनर्संरचना पर सभी अतिरिक्त रिक्तियाँ क.भ.नि. मुख्यालय के सहायकों में से वरिष्ठता -सह-उपयुक्तता द्वारा भरी जाएगी।</p> <p>(ii) विभागीय परीक्षा:</p> <p>(क) क.भ.नि. मुख्यालय के सहायक जो इस ग्रेड में 5 वर्ष नियमित सेवा कर चुके हों।</p> <p>(ख) क.भ.नि. संगठन के निजी सचिव जो स्नातक हों और जो 5 वर्ष नियमित सेवा कर चुके हों।</p>

ए. विरवनाथन, केन्द्रीय भविष्य निधि आयुक्त एवं सचिव, केन्द्रीय न्यासी बोर्ड, क.भ.नि.

[विज्ञापन/III/4/असाध/105/08]

EMPLOYEES' PROVIDENT FUND ORGANISATION

(Head Office)

NOTIFICATION

New Delhi, the 15th December, 2008

No. HRD/1(1)/2001/CSS/RR/Pt. II.—In exercise of powers conferred by sub section 7 (a) of section 5D of Employees' Provident Funds & Miscellaneous Provisions Act, 1952 (19 of 1952), the Central Board hereby amends the Employees' Provident Fund Organization Section Officer (Headquarters), Recruitment Rules, 2003 notified vide Gazette Notification No. HRD/1 (1)2001/RRs/SO, dated 27th September 2003 namely:-

1. (i) These rules may be called the Employees' Provident Fund Organization Section Officer (Headquarters), Amendment Recruitment Rules, 2008.
- (ii) They shall come into force from the date of their publication in the official Gazette.

In the columns 2, 11 and 12 the following provisions shall be substituted :-

Sl No	Particulars	Amended Provision
2	Number of Posts	86 (Subject to variation dependent on workload)
11	Method of Recruitment whether by direct recruitment or by promotion or by transfer on deputation. If so, percentage of the vacancies to be filled by these methods:	50% by Departmental Promotion from amongst the Assistants of the EPF HQ having six years regular service. 50% by Departmental Competitive Examination amongst Assistants of EPF HQ and PAs of EPFO who are graduates having five years regular service
12	Incase of recruitment by promotion / deputation, transfer grades from which promotion is made	(i) <u>Promotion (other than examination) – 50%</u> Assistants of EPF HQ with six years regular service in the scale of pay of Rs.6500-10500 (Pre-revised) <u>Initial Fitment:</u> As a one time relaxation to all provisions of recruitment rules, all additional vacancies on restructuring will be filled through Seniority-cum-fitness from Assistants of EPF HQ. (ii) <u>Departmental Examination:</u> (a) Assistants of EPF HQ having five year regular service in the grade. (b) Personal Assistants of EPFO who are Graduates having five years regular service.

A. VISWANATHAN, Central Provident Fund Commissioner & Secy., Central Board of Trustees, EPF

[Advt./III/4/Exty./105/08]

अधिसूचना

नई दिल्ली, 15 दिसम्बर, 2008

सं. एचआरडी/1(1)/2001/सीएसएस/आरआर/पार्ट II.—कर्मचारी भविष्य निधि और प्रकीर्ण उपबंध अधिनियम, 1952(1952 का 19), की धारा 5(घ) की उप-धारा 7क(क) द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, केन्द्रीय बोर्ड गजट अधिसूचना सं. एच आर डी/1(1)/2001/आर आर/सहायक, दिनांक 27 सितंबर 2003 द्वारा अधिसूचित कर्मचारी भविष्य निधि संगठन, सहायक (मुख्यालय) भर्ती नियम, 2003 में संशोधन करता है, अर्थात:-

1. (i) इन नियमों को कर्मचारी भविष्य निधि संगठन, सहायक (मुख्यालय) संशोधन भर्ती नियम, 2008 कहा जाएगा ।
- (ii) ये नियम सरकारी राजपत्र में प्रकाशन की तिथि से लागू होंगे ।

कॉलम संख्या 2, 11 एवं 12 में निम्नलिखित प्रावधान प्रतिस्थापित किए जाएंगे :-

क्र.स.	विवरण	संशोधित प्रावधान
2	पदों की संख्या	147 (कार्यभार के अनुसार परिवर्तन हो सकता है)
11	भर्ती की विधि सीधी भर्ती द्वारा अथवा पदोन्नति अथवा प्रतिनियुक्ति पर स्थानांतरण द्वारा । यदि ऐसा है तो इन तरीकों से भरी जाने वाली रिक्तियों का प्रतिशत ।	कर्मचारी चयन आयोग के माध्यम से सीधी भर्ती द्वारा 75% क.भ.नि. मुख्यालय में चार वर्ष की नियमित सेवा वाले सा.सु.सहा. (प्र.श्रे.लि.) में से विभागीय पदोन्नति द्वारा 15% क.भ.नि. मुख्यालय में तीन वर्ष की नियमित सेवा वाले सा.सु.सहा. (प्र.श्रे.लि.) में से विभागीय प्रतियोगी परीक्षा द्वारा 10%
12	यदि पदोन्नति /प्रतिनियुक्ति द्वारा भर्ती की स्थिति में जिन स्थानांतरण ग्रेडों से पदोन्नति की जाएगी ।	1) पदोन्नति (परीक्षा के अतिरिक्त) 15% क.भ.नि. मुख्यालय में 4000-6000 (पूर्व संशोधित) के

		<p>वेतनमान में चार वर्ष नियमित सेवा वाले सा.सु.सहा. (प्र.श्रे.लि.)</p> <p><u>प्रारम्भिक उपयुक्तता:</u> भर्ती नियमों के सभी उपबंधों में एक बार छील देते हुए, अनुभाग अधिकारी के कैडर में उपयुक्तता के पश्चात् सामने आई रिक्तियों सहित सहायक के कैडर की पुनर्संरचना करने पर सामने आने वाली सभी अतिरिक्त रिक्तियों को क.भ.नि. मुख्यालय के सा.सु.सहा. (प्र.श्रे.लि.) में से वरिष्ठता तथा, पात्रता द्वारा भरा जाएगा।</p> <p>(ii) <u>विभागीय परीक्षा:</u> क.भ.नि. मुख्यालय में उसी ग्रेड में तीन वर्ष नियमित सेवा वाले सा.सु.सहा. (प्र.श्रे.लि.)</p>
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ए. विश्वनाथन, केन्द्रीय भविष्य निधि आयुक्त एवं सचिव, केन्द्रीय न्यायो बोर्ड, क.भ.नि.

[विज्ञापन/III/4/असाधारण/105/08]

NOTIFICATION

New Delhi, the 15th December, 2008

No. HRD/1(1)/2001/CSS/RR/Pt. II.—In exercise of powers conferred by sub section 7 (a) of section 5D of Employees' Provident Funds & Miscellaneous Provisions Act, 1952 (19 of 1952), the Central Board hereby amends the Employees' Provident Fund Organization Assistant (Headquarters), Recruitment Rules, 2003 notified vide Gazette Notification No. HRD/1 (1)2001/RRs/Assistant, dated 27th September 2003 namely:-

- (i) These rules may be called the Employees' Provident Fund Organization Assistant (Headquarters) Amendment Recruitment Rules, 2008.

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(ii) They shall come into force from the date of their publication in the official Gazette.

In the columns 2, 11 and 12 the following provisions shall be substituted :-

Sl No	Particulars	Amended Provision
2	Number of Posts	147 (Subject to variation dependent on workload)
11	Method of Recruitment whether by direct recruitment or by promotion or by transfer on deputation. If so, percentage of the vacancies to be filled by these methods:	75% by Direct Recruitment through Staff Selection Commission. 15% by Departmental Promotion from amongst the SSAs (UDC) of the EPF HQ having four years regular service. 10% by Departmental Competitive Examination amongst SSA (UDC) of EPF HQ with three years regular service
12	Incase of recruitment by promotion / deputation, transfer grades from which promotion is made	(i) <u>Promotion (other than examination)</u> – 15% SSAs (UDCs) of EPF HQ with four years regular service in the scale of pay of Rs.4000-6000 (Pre-revised) <u>Initial Fitment:</u> As a one time relaxation to all provisions of recruitment rules, all additional vacancies on restructuring in the cadre of Assistant including the vacancies arising on fitment made in the cadre of Section Officer will be filled through Seniority-cum-fitness from SSAs (UDC) of EPF HQ. (ii) <u>Departmental Examination:</u> SSA(UDC) of EPF HQ having three year regular service in the grade.

A. VISWANATHAN, Central Provident Fund Commissioner & Secy., Central Board of Trustees, EPF

[Advt./III/4/Exty./105/08]



This has reference to the minutes of ACC (HQ) above wherein, the views of ACC (HRM) have been sought on the subject that relates to the issue of making provision for NFS in the Recruitment Rules of Section Officers. The undersigned has perused the present file and the linked File No. HRD/1(1)2001/S.O./RR/Pt.I and the views are given in the paragraphs below.

2. The issue of NFS in the cadre of Section Officer has been discussed at length in this file. The question of NFS for Section Officers is inextricably linked with the decision on implementing the Central Secretariat Service pattern for the Section Officers and Assistants of Head Office.

3. The proposal for adopting the pattern of Central Secretariat Service for the post of Section Officers and Assistants in Head Office was considered by the Executive Committee, CBT in its 38th meeting held on 04.12.2001 and the proposal was approved with the qualification that the manner of implementation of the proposal would be decided by the Chairman, Executive Committee, CBT. The Chairman, however had not agreed with the implementation on the grounds that the Ministry of Finance had not agreed to the proposal.

4. Aggrieved with the decision of the Chairman, some affected employees filed a petition with the Principal Bench, CAT, New Delhi (OA No 1398/2002) challenging the decision of the Chairman, Executive Committee. The CAT vide orders dated 21.04.2003 had quashed the impugned orders of the Chairman, Executive Committee and directed to pass appropriate orders within 4 months. In view of the directions of the CAT, Principal Bench the Chairman, Executive Committee after re-considering the matter passed an order dated 14.08.2003 wherein it was felt it appropriate that the decision for implementing the orders of the CAT be taken by the CBT being the Apex Authority vested with the powers under Section 5D (7) of the EPF & MP Act, 1952.

5. As per the decision of Chairman, Executive Committee the matter was placed in the 163rd meeting of the CBT held on 19.08.2003. The Board approved the grant of scales of the Central Secretariat Service to the Section Officers and Assistants of Head Office. In terms of the decision of the Board an office order dated 09.09.2003 was issued to implement the proposal.

6. It is also pertinent that a reference was made to the CGIT by the Central Government to decide, inter-alia, the implementation of the Central Secretariat scales in EPFO. The CGIT in its award dated 13.10.2004 directed that the scales of Central Secretariat should be implemented in respect of Section Officers, Assistants, Stenographic cadre and Official Language cadre. The award of CGIT was challenged in the High Court by the Department and the High Court passed an order dated 10.01.2012 dismissing the petition of the department and upholding the award of the CGIT. Subsequently, the Ministry of Labour & Employment conveyed the approval of the Hon'ble LEM / Chairman, CBT, EPF vide letter No. S-38025/5/2012-SS-I dated 03.04.2012 for implementing the award of the CGIT and the decision of the High Court.

7. The Non Functional Grade in Central Secretariat Service was introduced in the Government of India vide order No. 21/36/03-CS I dated 13.11.2003 and order of even No dated 25.01.2006. The have been further clarified vide DoPT OM dated 01.04.2014 as well as OM dated 21.04.2014 and 16.09.2016. The fact that the Central Secretariat scales have been made applicable in the case of Section Officers and Assistants (apart from Stenographic cadre and Official Language cadre) on the basis of specific Government decision, it should follow that the NFS should apply automatically being part and parcel of the pay and emoluments of a particular grade.

8. It is also noteworthy that the Recommendations of the 6th Central Pay Commission that has been adopted in the Government in 2008 vide Gazette Notification

No. 1/1/2008-I C dated 29.08.2008 and was also accepted and implemented in EPFO in totality in terms of the provisions of Section 5D (7) of the EPF & MP Act, 1952 specifically provides for grant of NFS to Section Officer / Private Secretary at point (x)(b) of the Notification (page 260/NF). This being provided in the 6th Pay Commission as implemented by the Government (and EPFO), there should be no doubt that the NFS is applicable to Section Officers and other eligible cadre.

9. The file is submitted along with the remarks above for consideration and needful.

Chandramauli C.
01/08/2017

चन्द्रमौली चक्रवर्ती
CHANDRAMAULI CHAKRABORTY
अपर केन्द्रीय म. नि. आयुक्त (म. नि. प.)
Addl. Central P. F. Commissioner (HRM)

Recd (HR)

In view of 'A' & 'B' on the page the provision for grant of NFS may be made in the RR for L.Os.

अ. नि. प. नि. आयुक्त (म. नि. प.)
Addl. Central P. F. Commissioner (HRM)
File Received On 1/08/17

K.V. Sarveshwar
01/08/17
K. V. SARVESHWAR
अपर केन्द्रीय म. नि. आयुक्त (म. नि. प.)
Addl. Central P. F. Commissioner (HRM)

FA & CAO
Received on 01/08/17

CPFC *RR* *CPFC* *ph* *see*
J. J. J.

Accd (HR)
RC (FA)

Udit
24/8/17
उदिता चौधरी
UDITA CHOWDHARY
अपर केन्द्रीय म. नि. आयुक्त
Addl. Central P. F. Commissioner

VJ
विपिन कुमार शर्मा
VIPIN KUMAR SHARMA
केन्द्रीय म. नि. आयुक्त (म. नि. प.)
Regional P. F. Commissioner (F&A)

ACSF (in)
SO (Finance)

2/8/17

Contd. 29/-



This file has been marked by CPFC to FA&CAO for 'seeing the proposal' relating to making provision for grant of NFS in the Recruitment Rules (R R) of Section Officers of EPFO with detailed deliberations at note page 20/N to 28/N.

The Internal Finance has gone through the proposal and its observation are as under:-

- (i) It is noted that the issue of NFS in the cadre of Section Officer has been discussed at length in the present file & in the linked file No. HRD/1(1)/2001/SO/RR/Pt-I. The current proposal which has been marked for seeing by FA & CAO is recorded at Note Page 27-28/N.
- (ii) It is observed that proposal for adopting the pattern of CSS for the post of Section Officer & Assistant in Head office was considered by the EC, CBT, in its 38th Meeting held on 04.12.2001 (copy of Minutes placed at Page 179-180/C) was approved with the qualification that the manner of implementation of the proposal would be decided by the Chairman, EC, CBT. The Chairman, however had not agreed with the implementation on the ground that the Ministry of Finance had not agreed to the proposal.
- (iii) It is noted that aggrieved with the decision of Chairman, some affected employees filed a petition with the Principal Bench, CAT, New Delhi (OA No.1398/2002) challenging the decision of the Chairman, EC. The CAT vide orders dated 21.04.2003 placed at (Page 186-190/C) had quashed the impugned order of the Chairman, EC, CBT and directed to pass appropriate orders within 4 months with regard to item no. 5 of 38th meeting of EC, CBT. In view of directions of the CAT, Principal Bench, the Chairman, EC after re-considering the matter passed an order dated 14.08.2003 wherein, it was felt appropriate that the decision for implementing the orders of the CAT be taken by the CBT being the Apex Authority vested with the powers under Section 5D (7) of the EPF & MP Act 1952.
- (iv) It is noted that as per the decision of Chairman, EC, the matter was placed in the 163rd Meeting of the CBT held on 19.08.2003. The copy of minutes is placed at (Page 182-185/C). The Board has approved the grant of scales of the CSS to the Section Officer & Assistant of Head Office. In the terms of the decision of the Board an office order dated 09.09.2003 was issued by HRD to implement the proposal is placed at Page-96/C in linked file. On perusal of file, the amendment to RR's of SO/Assistants of HO was notified vide notification dated: 15th December, 2008 (at page 109/C in linked file) However, the provision of NFS was not part of said amended RR's for SO & Assistants. It is pertinent to mention here that the NFS was earlier adopted vide order of CPFC dated: 3/10/2007 as recorded at note page 86/N in linked file.
- (v) It is also pertinent to note that a reference was made to CGIT by the Central Govt. to decide, inter-alia, the implementation of CSS in EPFO. The CGIT in its award dated 13.10.2004 directed that the scales of Central Secretariat should be implemented in respect of Section Officer, Assistant, Stenographic cadre and Official Language cadre. This award of CGIT was challenged in the High Court by the Department and the High court passed an order dated 10.01.2012 (Page 145-158/C.) dismissing the petition of the Department and upholding the award of the CGIT. Subsequently, the M/o L&E has conveyed the approval of the Hon'ble LEM/Chairman, CBT, EPF vide letter dated 03.04.2012 placed at (Page 159-160/C in linked file) for implementation the awards of CGIT and the decision of the High Court.
- (vi) It is informed by subject division that Non Functional-Grade in Central Secretariat Service was introduced in Govt. of India vide letters dated 13.11.2003 & 25.01.2006. The DQPT have been clarified by O.M. dated 01.04.2014 as well as O.M. dated 21.04.2014 & 16.09.2016 placed at (Page 167-169/C). It is fact that the Central Secretariat Scales have made applicable in the case of Section Officer & Assistants (apart from Stenographic cadre and Official Language cadre) on the basis of specific Government decision, it should follow that the NFS should apply automatically being part and parcel of the pay & emoluments of a particular grade. It is further informed by subject division that as Recommendation of the 6th CPC that has been adopted in the Government in 2008 vide notification dated 29.08.2008 and also accepted & implemented by EPFO in totality in terms of the provision of Section 5D (7) of EPF & MP act, 1952 specifically provides for grant of NFS to

Contd. 30/-

Continue from pre-page

Section officer/private Secretary at Point (x) of sub para (b) as modified of the notification dated 29.08.2008-Annexure-I placed at (Page 260/C) as implemented by the Govt.(EPFO) there should be no doubt that the NFS is applicable to Section Offices and other eligible cadre.

- (viii) On perusal of file, it has been observed by Internal Finance division that the NFS have already been implemented & benefit is being availed by SO cadre of HO. And issue of NFS's implementation in Cadre of SO's, Assistant & other eligible cadres have not been specifically approved by EC, CBT & CBT till it was placed in special CBT held on 18.09.2008 & neither it was made part of RR's till submission of current proposal for same. In view of this, the subject division is advised to explore the possibility of seeking the ex-post facto approval of EC/CBT on implementation of NFS for said cadres for previous period to regularize the same.

Keeping in view of above, Internal Finance may have no objection for any policy decision by HRD for introducing provision of NFS in Recruitment Rules for Section officer cadre and other eligible cadres, subject to approval of the Competent Authority.

ओमपाल सिंह
10/5/17
ओमपाल सिंह
अनुभाग अधिकारी
Section Officer

सहायक प्र. नि. अधीक्षक

APFC (Finance)

RPEC (F & A)

सौरभ कुमार
16/8/17
सौरभ कुमार/SAURABH KUMAR
सहायक प्र. नि. अधीक्षक
Assistant P. N. Commissioner

In view of the decision of the CBT allowing scales and emolument of CSS to SO + Asst. of H.O. and thereafter decision of Hon'ble chairman, CBT to implement of order of CBIT/High Court, concurrence may be accorded as at 'A'. However, ex post facto approval may be taken from CBT for NFS implementation w.e.f. 2003. Submitted please.

ACCEPTED
In discuss.

उदित कुमार शर्मा
UDITA KUMAR SHARMA
अपर सहायक प्र. नि. अधीक्षक

RPEC (F & A)

विपिन कुमार शर्मा
VIPIN KUMAR SHARMA
क्षेत्रीय प्र. नि. अधीक्षक (प्र. नि. अधीक्षक)
Regional P. N. Commissioner (P. N. Commissioner)



Reference notes on page 29-30/N

As discussed, after having going through the noting of ACC (HRD) on page 25/N and also notes on page 122-130/N of first volume, it is submitted that the points of contention regarding non framing of RC and implementation w.c.f. 2003 have been analysed on pre page in detail. It is accordingly submitted to consider the proposal as detailed on pre page.

ACC (HRD) In view of the facts of pg. 29-30/N,

A on prepage 30/N

may be approved.

30/8
विपिन कुमार शर्मा
VIPIN KUMAR SHARMA
केन्द्रीय म. नि. आयुक्त (वि. एवं सेवा)
Regional P. F. Commissioner (F&A)

R.P.F.C. Secy
RECEIVED
Dt. 31/8/17
(HRD, New Delhi)

FA & CAO
Received on 31.8.17

FA & CAO

उषिता चौधरी
UDITA CHOWDHARY
अवर केन्द्रीय म. नि. आयुक्त
Addl. Central P. F. Commissioner

31.8.17
मनीष गुप्ता
MANISH GUPTA
नियंत्रण सहायक एवं मुख्य सेवा अधिकारी
FA & CAO

31/9/17
CPFC

ACC (HRD)
31/9/17

31/9/17
क. व. सार्वस्वजन
K. V. SARVESHWARAN
अवर केन्द्रीय म. नि. आयुक्त (ए. व. का.)
Addl. Central P. F. Commissioner (HQ)

80 (HRD)