

GOVERNMENT OF MANIPUR
SECRETARIAT : FINANCE DEPARTMENT
[PAY IMPLEMENTATION CELL]

NOTIFICATION

Imphal, the 11th July, 2019

No. 1/10/2018-FD(PIC): In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Manipur hereby makes the following rules, namely :-

1. Short title and commencement.--

- (1) These rules may be called the Manipur Services (Revised Pay) Rules, 2019.
- (2) They shall be deemed to have come into force notionally on the 1st day of January, 2016, with cash payment from 1st April, 2020.

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 State of Manipur and which are under the rule making control of the Governor of Manipur.
- (2) These rules shall not apply to —
 - (i) Members of Manipur Judicial Service;
 - (ii) Members of Services governed by University Grants Commission (UGC) or All Indian Council of Technical Education (AICTE) pay rules/ structure.
 - (iii) Employees and staff of Corporations / PSUs / Grant-in-Aid / Autonomous bodies unless specifically granted by the Government;
 - (iv) Persons not in whole time employment;
 - (v) Persons paid otherwise than on a monthly basis including those paid only on piece rate basis;
 - (vi) Persons employed on contract, except where the contract provides otherwise;
 - (vii) Persons paid out of contingencies;
 - (viii) Persons/employees whose particulars are not figured in the Computerized Personal Information System (CPIS), now replaced as Central Management Information System (CMIS);
 - (ix) Persons re-employed in Government service after retirement;
 - (x) Any other class or category of persons whom the Government 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,—

- (i) **“Existing Basic Pay”** means pay drawn in the prescribed existing Pay Band and Grade Pay, and does not include any other type of pay like special pay, personal pay, etc. ;
- (ii) **“Existing Pay Band and Grade Pay”** in relation to a government servant means the Pay Band and the Grade Pay applicable to the post held by the Government servant, whether in a substantive or officiating capacity, as on the date immediately before the coming into force of these rules ;
- (iii) **“Existing Pay Structure”** in relation to a Government servant means the present system of Pay Band and Grade Pay or the Pay Scale applicable to the post held by the Government servant, whether in a substantive or officiating capacity, as on the date immediately before the coming into force of these rules ;

Explanation:- The expressions “existing basic pay” and “existing Pay Band and Grade Pay” in respect of a Government servant who on the 1st day of January, 2016, was 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, shall mean such basic pay, Pay Band and Grade Pay in relation 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 officiating in higher post, as the case may be ;

- (iv) **“Existing Emoluments”** mean the sum of (i) existing basic pay and (ii) existing dearness allowance as on the 31st day of December, 2015 ;
- (v) **“Pay Matrix”** means Matrix specified in Part A of the First Schedule, with Levels of pay arranged in vertical cells as assigned to corresponding existing Pay Band and Grade Pay ;
- (vi) **“Level”** in the Pay Matrix shall mean the Level corresponding to the existing Pay Band and Grade Pay specified in Part A of the First Schedule ;
- (vii) **“Pay in the Level”** means pay drawn in the appropriate Cell of the Level as specified in part A of the First Schedule ;
- (viii) **“Revised Pay Structure”** in relation to a post means the Pay Matrix and the Levels specified therein corresponding to the existing Pay Band and Grade Pay of the post unless a different revised Level is notified separately for that post ;
- (ix) **“Basic Pay”** in the revised pay structure means the pay drawn in the prescribed Level in the Pay Matrix ;
- (x) **“Revised Emoluments”** means the pay in the Level of a Government servant in the revised pay structure ; and
- (xi) **“Schedule”** means the First Schedule, Part-A and Part-B, and the Second Schedule appended to these rules.



4. Level of posts.—

The Level of posts shall be determined in accordance with the various Levels as assigned to the corresponding existing Pay Band and Grade Pay as specified in the Pay Matrix.

5. Drawal of pay in the revised pay structure.—

Save as otherwise provided in these rules, a Government servant shall draw pay in the Level 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 pay structure until the date on which he earns his next or any subsequent increment in the existing pay structure or until he vacates his post or ceases to draw pay in the existing pay structure:

Provided further that in cases where a Government servant has been placed in a higher grade between 1st day of January, 2016 and the date of notification of these rules on account of promotion or upgradation, the Government servant may elect to switch over to the revised pay structure from the date of such promotion or upgradation, as the case may be. Upgradation in this regard shall however be restricted only to such cases covered under MACP/ Non-functional upgradation Schemes.

Explanation 1.—

The option to retain the existing pay structure under the provisos to this rule shall be admissible only in respect of one existing Pay Band and Grade Pay.

Explanation 2.—

The aforesaid option shall not be admissible to any person appointed to a post for the first time in Government service or by transfer from another post on or after the 1st day of January, 2016, 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 pay structure of a post held by him in an officiating capacity on a regular basis for the purpose of regulation of pay in that pay structure under Fundamental Rule 22, or under 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 pay structure 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 these rules as **ANNEXURE-I** so as to reach the authority mentioned in sub-rule (2) within three months of the date of notification of these rules or where any revision in the existing pay structure is made by any order subsequent to the date of notification of these rules, within three months of the date of such order:


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Provided that —

- (i) in the case of a Government servant who is, on the date of such notification 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, 2016, 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 along with an undertaking, in the form appended to these rules.

(3) If the intimation regarding option is not received by the authority within the time specified in sub-rule (1), the Government servant shall be deemed to have elected to be governed by the revised pay structure with effect from the 1st day of January, 2016.

(4) The option once exercised shall be final.

Note 1.— Persons whose services were terminated on or after 1st January, 2016 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 on disciplinary grounds, shall be entitled to exercise option under sub-rule (1).

Note 2. — Persons who have died on or after the 1st day of January, 2016 and could not exercise the option within prescribed time limit are deemed to have opted for the revised pay structure on and from the 1st day of January, 2016 or such later date as is most beneficial to their dependents if the revised pay structure is more favourable.

Note 3. — Persons who were on earned leave or any other leave on 1st day of January, 2016 which entitled them to leave salary shall be entitled to exercise option under sub-rule (1).

7. Fixation of pay in the revised pay structure.—

(1) The pay of a Government servant who elects, or is deemed to have elected under rule 6 to be governed by the revised pay structure on and from the 1st day of January, 2016, shall, unless in any case the Governor 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 such lien 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 applicable Level in the Pay Matrix shall be the pay obtained by multiplying the existing basic pay by a factor of **2.57**, rounded off to the nearest rupee and the figure so arrived at will be located in that Level in the Pay Matrix and if such an identical figure



corresponds to any cell in the applicable Level of the Pay Matrix, the same shall be the pay, and if no such Cell is available in the applicable Level, the pay shall be fixed at the immediate next higher cell in that applicable Level of the Pay Matrix.

Illustration :

1	Existing Pay Band: PB-1	Pay Band	₹ 5200-20200				
2	Existing Grade Pay : ₹ 2,400		Grade Pay	₹ 1,800	₹ 1,900	₹ 2,000	₹ 2,400
3	Existing Pay in Pay Band : ₹ 10,160	Levels	2	3	4	5	6
4	Existing Basic Pay : ₹ 12,560 (10,160+2,400)	1	18,000	19,900	21,700	25,500	29,200
5	Pay after multiplication by a fitment factor of 2.57 : ₹12,560 x 2.57= ₹ 32,279.20 (rounded off to ₹ 32,279)	2	18,500	20,500	22,400	26,300	30,100
6	Level corresponding to GP ₹ 2,400 : Level 5	3	19,100	21,100	23,100	27,100	31,000
		4	19,700	21,700	23,800	27,900	31,900
7	Revised Pay in Pay Matrix (either equal to or next higher to ₹ 32,279 in Level 5) : ₹ 32,300.	5	20,300	22,400	24,500	28,700	32,900
		6	20,900	23,100	25,200	29,600	33,900
		7	21,500	23,800	26,000	30,500	34,900
		8	22,100	24,500	26,800	31,400	35,900
		9	22,800	25,200	27,600	32,300	37,000
		10	23,500	26,000	28,400	33,300	38,100
		11	24,200	26,800	29,300	34,300	39,200

(ii) If the minimum pay or the first Cell in the applicable Level is more than the amount arrived at as per sub-clause (i) above, the pay shall be fixed at minimum pay or the first Cell of that applicable Level.

(2) A Government servant who is on leave on the first day of January, 2016 and is entitled to leave salary shall be entitled to pay in the revised pay structure from 1st day of January, 2016 or the date of option for the revised pay structure.

(3) A Government servant who is on study leave on the 1st day of January, 2016 shall be entitled to the pay in the revised pay structure from 1st day of January, 2016 or the date of option.

(4) A Government servant under suspension, shall continue to draw Subsistence Allowance based on existing pay structure and his pay in the revised pay structure shall be subject to the final order on the pending disciplinary proceedings.

(5) Where a Government servant holding a permanent post is officiating in a higher post on a regular basis and the pay structure applicable to these two posts are merged into one Level, the pay shall be fixed under sub-rule (1) with reference to the officiating post only and the pay so fixed shall be treated as substantive pay.

(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.



(7) Where in the fixation of pay under sub-rule (1), the pay of a Government servant, who, in the existing pay structure, was drawing immediately before the 1st day of January, 2016 more pay than another Government servant junior to him in the same cadre, gets fixed in the revised pay structure in a Cell lower than that of such junior, his pay shall be stepped up to the same Cell in the revised pay structure as that of the junior.

(8) Where a Government servant is in receipt of personal pay immediately before the date of notification of these rules, which together with his existing emoluments exceed the revised emoluments, then the difference representing such excess shall be allowed to such Government servant as personal pay to be absorbed in future increase in pay.

(9) (i) In cases where a senior Government servant promoted to a higher post before the first day of January, 2016 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, 2016 the pay of senior Government servant in the revised pay structure shall be stepped up to an amount equal to the pay as fixed for his junior in that higher post and such stepping up shall be done with effect from the date of promotion of the junior Government servant subject to the fulfilment of the following conditions, namely:-

- (a) both the junior and the senior Government servants belong to the same cadre and the post in which they have been promoted are identical in the same cadre;
- (b) the existing pay structure and the revised pay structure of the lower and higher posts in which they are entitled to draw pay are identical;
- (c) the senior Governments servants at the time of promotion are drawing equal or more pay than the junior;
- (d) the anomaly is 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:

Provided that if the junior officer was drawing more pay in the existing pay structure than the senior by virtue of any advance increments granted to him, the provisions of this sub-rule shall not be invoked to step up the pay of the senior officer.

(i) The order relating to re-fixation of the pay of the senior officer in accordance with Clause (i) shall be issued under Fundamental Rule 27 and the senior officer shall be entitled to the next increment on completion of his required qualifying service with effect from the date of re-fixation of pay.

(10) 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.

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(11) In order to facilitate a smooth and systematic fixation of pay, a proforma for the purpose (Statement of Fixation of Pay) is enclosed at **ANNEXURE-II**. The statement be prepared in triplicate and one copy thereof be placed in the Service Book of the employee concerned and another copy made available to the concerned accounting authorities for post-check.

8. Fixation of pay of employees appointed by direct recruitment on or after 1st day of January, 2016.—

The pay of employees appointed by direct recruitment on or after 1st day of January, 2016 shall be fixed at the minimum pay or the first Cell in the Level, applicable to the post to which such employees are appointed:

Provided that where the existing pay of such employee appointed on or after 1st day of January, 2016 and before the date of notification of these rules, has already been fixed in the existing pay structure and if his existing emoluments happen to exceed the minimum pay or the first Cell in the Level, as applicable to the post to which he is appointed on or after 1st day of January, 2016, such difference shall be paid as personal pay to be absorbed in future increments in pay.

9. Increments in Pay Matrix.— The increment shall be as specified in the vertical Cells of the applicable Level in the Pay Matrix.

Illustration:

An employee in the Basic Pay of ₹ 32,300 in Level 5 will move vertically down the same Level in the cells and on grant of increment, his Basic Pay will be ₹ 33,300.	Pay Band	₹ 5200-20200				
	Grade Pay	₹ 1,800	₹ 1,900	₹ 2,000	₹ 2,400	₹ 2,800
	Levels	2	3	4	5	6
	1	18,000	19,900	21,700	25,500	29,200
	2	18,500	20,500	22,400	26,300	30,100
	3	19,100	21,100	23,100	27,100	31,000
	4	19,700	21,700	23,800	27,900	31,900
	5	20,300	22,400	24,500	28,700	32,900
	6	20,900	23,100	25,200	29,600	33,900
	7	21,500	23,800	26,000	30,500	34,900
	8	22,100	24,500	26,800	31,400	35,900
	9	22,800	25,200	27,600	32,300	37,000
10	23,500	26,000	28,400	33,300	38,100	
11	24,200	26,800	29,300	34,300	39,200	

10. Date of next increment in revised pay structure.—

(1) There shall be two dates for grant of increment namely, 1st January and 1st July of every year, instead of existing date of 1st July:

Provided that an employee shall be entitled to only one annual increment either on 1st January or 1st July depending on the date of his appointment, promotion or grant of financial upgradation.



(2) The increment in respect of an employee appointed or promoted or granted financial upgradation including upgradation under Modified Assured Career Progression Scheme (MACPS) during the period between the 2nd day of January and 1st day of July (both inclusive) shall be granted on 1st day of January and the increment in respect of an employee appointed or promoted or granted financial upgradation including upgradation under MACPS during the period between the 2nd day of July and 1st day of January (both inclusive) shall be granted on 1st day of July.

Illustration:

- (a) In case of an employee appointed or promoted in the normal hierarchy or under MACPS during the period between the 2nd day of July, 2016 and the 1st day of January, 2017, the first increment shall accrue on the 1st day of July, 2017 and thereafter it shall accrue after one year on annual basis.
- (b) In case of an employee appointed or promoted in the normal hierarchy or under MACPS during the period between 2nd day of January, 2016 and 1st day of July, 2016, who did not draw any increment on 1st day of July, 2016, the next increment shall accrue on 1st day of January, 2017 and thereafter it shall accrue after one year on annual basis:

Provided that in the case of employees whose pay in the revised pay structure has been fixed as on 1st day of January, the next increment in the Level in which the pay was so fixed as on 1st day of January, 2016 shall accrue on 1st day of July, 2016:

Provided further that the next increment after drawal of increment on 1st day of July, 2016 shall accrue on 1st day of July, 2017.

(3) Where two existing Grades in hierarchy are merged and the junior Government servant in the lower Grade happens to draw more pay in the Corresponding Level in the revised pay structure than the pay of the senior Government servant, the pay 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 this rule.

(4) The employees, promoted between the 1st day of January, 2016 and the date of notification of these rules, whose option for pay fixation on promotion or financial upgradation under MACPS from the date of their next increment in the lower grade becomes disadvantageous under the changed circumstances after notification of these rules, may be allowed to exercise revised option under FR-22(l)(a)(1) within one month of notification of these rules. Option so revised shall be final.

11. Revision of pay from a date subsequent to 1st day of January, 2016.— Where a Government servant who continues to draw his pay in the existing pay structure is brought over to the revised pay structure from a date later than 1st day of January, 2016, his pay in the revised pay structure shall be fixed in the manner prescribed in accordance with clause (A) of sub-rule (1) of rule 7.



12. Fixation of pay on promotion on or after 1st day of January, 2016.— The fixation of pay in case of promotion from one Level to another in the revised pay structure shall be made in the following manner, namely:-

One increment shall be given in the Level from which the employee is promoted and he shall be placed at a Cell equal to the figure so arrived at in the Level of the post to which promoted and if no such Cell is available in the Level to which promoted, he shall be placed at the next higher Cell in that Level.

Illustration:

1	Level in the revised pay structure: Level 5	Pay Band	₹ 5200-20200				
		Grade Pay	₹ 1,800	₹ 1,900	₹ 2,000	₹ 2,400	₹ 2,800
2	Basic Pay in the revised pay structure : ₹ 28,700	Levels	2	3	4	5	6
		1	18,000	19,900	21,700	25,500	29,200
3	Granted promotion/ financial upgradation under MACPS in Level 6	2	18,500	20,500	22,400	26,300	30,100
		3	19,100	21,100	23,100	27,100	31,000
		4	19,700	21,700	23,800	27,900	31,900
4	Pay after giving one increment in Level 5 : ₹ 29,600	5	20,300	22,400	24,500	28,700	32,900
		6	20,900	23,100	25,200	29,600	33,900
		7	21,500	23,800	26,000	30,500	34,900
5	Pay in the upgraded Level i.e. Level 6 : ₹ 30,100 (either equal to or next higher to ₹ 29,600 in Level 6)	8	22,100	24,500	26,800	31,400	35,900
		9	22,800	25,200	27,600	32,300	37,000
		10	23,500	26,000	28,400	33,300	38,100
		11	24,200	26,800	29,300	34,300	39,200

Provided that where Feeder and Promotion post come to lie in an identical Level, one increment shall be given in the Level of the post from which the employee is promoted and he shall be upgraded to the next higher Level and placed at a Cell equal to the figure so arrived at in the Level of the post so upgraded/ promoted and if no such Cell is available in the upgraded/ promoted Level, he shall be placed at the next higher Cell in that Level. **This proviso shall, however, not be applicable to feeder post having non-functional scales or Levels.**

13. Overriding effect of rules.— The provisions of the Fundamental Rules, all the erstwhile Revision of Pay Rules, orders or notifications as were applicable to the employees of the Government of Manipur, 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.

14. Power to relax.— Where the Governor 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.


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15. Interpretation.— If any question arises relating to the interpretation of any of the provisions of these rules, it shall be referred to the Finance Department (Pay Implementation Cell), whose findings thereon shall be final.


(Rakesh Ranjan)
Principal Secretary (Finance)
Government of Manipur.

Copy to :-

1. The Secretary to His Excellency the Governor of Manipur, Raj Bhavan, Imphal.
2. The Principal Secretary to Hon'ble Chief Minister, Manipur.
3. P.S. to Hon'ble Deputy Chief Minister, Manipur.
4. P.S. to all Ministers, Manipur.
5. A.P.S. to Ld. Advocate General, Manipur.
6. P.S. to Chief Secretary, Government of Manipur.
7. P.S. to Addl. Chief Secretary, Government of Manipur.
8. P.S. to all Principal Secretaries / Commissioners / Secretaries / Addl. Secretaries, Government of Manipur.
9. The Accountant General (A&E), Manipur.
10. The Secretary, Manipur Legislative Assembly, Imphal.
11. The Secretary, Manipur Public Service Commission, Imphal.
12. The Special Secretary (Cabinet), Government of Manipur.
13. All Heads of Departments, Manipur.
14. All Deputy Commissioners, Manipur.
15. The Resident Commissioner, Manipur Bhavan, 2 - Sardar Patel Marg, New Delhi.
16. The Sr. Deputy Resident Commissioner, Manipur Bhavan, 26 - Rowland Road, Kolkata.
17. The Deputy Resident Commissioner, Manipur Bhavan, Rajgarh Road, Guwahati-3.
18. The Director, Information & Public Relations, Manipur.
19. The Director, Local Fund Audit, Manipur.
20. The Director, Treasuries & Accounts, Manipur.
21. The Director, MIS, Manipur.
22. The Registrar, High Court of Manipur, Imphal.
23. The Director, Printing & Stationary, Manipur for publication in the Extraordinary Gazette. He is requested to supply 50 copies to this Department.
24. All Treasury Officers/Sub-Treasury Officers, Manipur.
25. The Under Secretary (GAD), Government of Manipur.
26. The Web Manager, Directorate of Information & Technology, Imphal for favour of uploading in the Website.
27. The President/Secretary General, Joint Administrative Council of AMTUC & AMGEO, Babupara, Imphal.
28. The President / Secretary, Manipur Secretariat Services Association, Imphal.
29. The President / Secretary, Manipur Government Services' Federation, Imphal.
30. The President / Secretary, All Manipur Pensioners' Union, Imphal.
31. Guard File/Order Book.

**EXPLANATORY MEMORANDUM TO THE MANIPUR SERVICES (REVISED PAY) RULES,
2019**

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 sub-rule (2), the rules are applicable to all persons under the rule making control of the Governor serving in State Government Departments paid from Consolidated Fund of the State. These rules, however, apply to Work-charged Establishments, for which the prescribed Pay Levels for each post in the revised pay structure are specified in the Second Schedule of these rules.

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

Rule 5 - The intention is that all the Government servants should be brought over to the revised pay structure except those who elect existing pay structure. The Government servants who exercise the option to continue in the existing pay structure will continue to draw the Dearness allowance at the rates in force on 1st January, 2016. If a Government servant is holding 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 pay structure 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 shall be apprised of such option. The option has to be exercised in the form appended to these 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 of notification of these rules, 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, 2016 and the date of notification of these rules are also eligible to exercise option.

Rule 7 – This rule deals with the actual fixation of pay in the existing scales on 1st January, 2016 and is self explanatory. 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 on direct recruitment on or after 1st day of January, 2016.

Rule 9 and 10 – These rules prescribe the manner in which the next increment in the new pay structure shall be regulated.

Rule 11 to 15 – These rules are self explanatory.

V.R. Bhargava

V.L. Khaylijan

FORM OF OPTION

[See rule 6(2)]

*1. I _____ hereby elect the revised pay structure with effect from 1st January, 2016.

*2. I _____ hereby elect to continue on Pay Band and Grade 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 ₹ _____ / I vacate or cease to draw pay in the existing pay structure/ the date of my promotion/ upgradation to the post of _____

Existing Pay Band and Grade Pay _____

Signature _____

Name _____

Designation _____

Office in which employed _____

*To be scored out, if not applicable.

UNDERTAKING

I hereby undertake that in the event of my pay having been fixed in a manner contrary to the provisions contained in these Rules, as detected subsequently, any excess payment so made shall be refunded by me to the Government either by adjustment against future payments due to me or otherwise.

Signature _____

Name _____

Designation _____

Date:

Place:

V.R. Khandekar

V. R. Khayrulin

STATEMENT OF FIXATION OF PAY

[see rule 7(11)]

1	Name of the Government Servant	
2	MGEL No. (EIN/ SIN):	
3	Designation of the post in which pay is to be fixed as on 1 st January, 2016 :	
4	Status (substantive/ officiating) :	
5	Pre-revised Pay Band and Grade Pay or Scale :	
6	Existing Emoluments :- a. Basic Pay (Pay in the applicable Pay Band plus applicable Grade Pay) in the pre-revised structure as on 31 st day of December, 2015 : b. Dearness Allowance sanctioned as on 31 st day of December, 2015 : c. Existing emoluments (a + b) :	
7	Basic Pay (Pay in the applicable Pay Band plus applicable Grade Pay) in the pre-revised structure as on 31 st day of December, 2015	
8	Applicable Level in Pay Matrix corresponding to Pay Band and Grade Pay as shown at Sl. No. 5 above	
9	Amount arrived at by multiplying Basic Pay as at Sl. No. 7 by 2.57	
10	Applicable Cell in the Level either equal to or just above the Amount at Sl. No. 9	
11	Revised Basic Pay (as per Sl. No. 10)	
12	Stepped up pay with reference to the revised Pay of Junior, if applicable [Rule 7(7) and 7(9) of MS(RP) Rules, 2019]. Name and pay of the junior also to be indicated distinctly.	



13	Revised pay with reference to the Substantive Pay in cases where the pay fixed in the Officiating post is lower than the pay fixed in the Substantive post if applicable [Rule 7(10)]	
14	Personal Pay, if any [Rule 7(6) and 7(8)] :	
15	Date of next increment (Rule 10) and Pay after grant of increment	
	<u>Date of Increment</u>	<u>Basic Pay after increment</u>
16	Any other relevant information.	

Date:

Signature & Designation of Head of Office / DDO:

V.R. Pharyuzan

THE FIRST SCHEDULE

[See rule 3 (v)]

PART - A

Pay Matrix

Pay Band	4440-7440			5200-20200					9300-34800						15600-39100		37400-67000	
	Grade Pay	1300	1400	1650	1800	1900	2000	2400	2800	4200	4300	4400	4600	4800	5400	6600	7600	8700
LEVEL	A	B	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
1	14800	15000	15700	18000	19900	21700	25500	29200	35400	38800	43300	44900	47600	53100	67700	78800	123100	131100
2	15200	15500	16200	18500	20500	22400	26300	30100	36500	40000	44600	46200	49000	54700	69700	81200	126800	135000
3	15700	16000	16700	19100	21100	23100	27100	31000	37600	41200	45900	47600	50500	56300	71800	83600	130600	139100
4	16200	16500	17200	19700	21700	23800	27900	31900	38700	42400	47300	49000	52000	58000	74000	86100	134500	143300
5	16700	17000	17700	20300	22400	24500	28700	32900	39900	43700	48700	50500	53600	59700	76200	88700	138500	147600
6	17200	17500	18200	20900	23100	25200	29600	33900	41100	45000	50200	52000	55200	61500	78500	91400	142700	152000
7	17700	18000	18700	21500	23800	26000	30500	34900	42300	46400	51700	53600	56900	63300	80900	94100	147000	156600
8	18200	18500	19300	22100	24500	26800	31400	35900	43600	47800	53300	55200	58600	65200	83300	96900	151400	161300
9	18700	19100	19900	22800	25200	27600	32300	37000	44900	49200	54900	56900	60400	67200	85800	99800	155900	166100
10	19300	19700	20500	23500	26000	28400	33300	38100	46200	50700	56500	58600	62200	69200	88400	102800	160600	171100
11	19900	20300	21100	24200	26800	29300	34300	39200	47600	52200	58200	60400	64100	71300	91100	105900	165400	176200
12	20500	20900	21700	24900	27600	30200	35300	40400	49000	53800	59900	62200	66000	73400	93800	109100	170400	181500
13	21100	21500	22400	25600	28400	31100	36400	41600	50500	55400	61700	64100	68000	75600	96600	112400	175500	186900
14	21700	22100	23100	26400	29300	32000	37500	42800	52000	57100	63600	66000	70000	77900	99500	115800	180800	192500
15	22400	22800	23800	27200	30200	33000	38600	44100	53600	58800	65500	68000	72100	80200	102500	119300	186200	198300
16	23100	23500	24500	28000	31100	34000	39800	45400	55200	60600	67500	70000	74300	82600	105600	122900	191800	204200
17	23800	24200	25200	28800	32000	35000	41000	46800	56900	62400	69500	72100	76500	85100	108800	126600	197600	210300
18	24500	24900	26000	29700	33000	36100	42200	48200	58600	64300	71600	74300	78800	87700	112100	130400	203500	216600
19	25200	25600	26800	30600	34000	37200	43500	49600	60400	66200	73700	76500	81200	90300	115500	134300	209600	
20	26000	26400	27600	31500	35000	38300	44800	51100	62200	68200	75900	78800	83600	93000	119000	138300	215900	
21	26800	27200	28400	32400	36100	39400	46100	52600	64100	70200	78200	81200	86100	95800	122600	142400		
22	27600	28000	29300	33400	37200	40600	47500	54200	66000	72300	80500	83600	88700	98700	126300	146700		
23	28400	28800	30200	34400	38300	41800	48900	55800	68000	74500	82900	86100	91400	101700	130100	151100		
24	29300	29700	31100	35400	39400	43100	50400	57500	70000	76700	85400	88700	94100	104800	134000	155600		
25	30200	30600	32000	36500	40600	44400	51900	59200	72100	79000	88000	91400	96900	107900	138000	160300		
26	31100	31500	33000	37600	41800	45700	53500	61000	74300	81400	90600	94100	99800	111100	142100	165100		
27	32000	32400	34000	38700	43100	47100	55100	62800	76500	83800	93300	96900	102800	114400	146400	170100		
28	33000	33400	35000	39900	44400	48500	56800	64700	78800	86300	96100	99800	105900	117800	150800	175200		
29	34000	34400	36100	41100	45700	50000	58500	66600	81200	88900	99000	102800	109100	121300	155300	180500		
30	35000	35400	37200	42300	47100	51500	60300	68600	83600	91600	102000	105900	112400	124900	160000	185900		
31	36100	36500	38300	43600	48500	53000	62100	70700	86100	94300	105100	109100	115800	128600	164800	191500		
32	37200	37600	39400	44900	50000	54600	64000	72800	88700	97100	108300	112400	119300	132500	169700	197200		
33	38300	38700	40600	46200	51500	56200	65900	75000	91400	100000	111500	115800	122900	136500	174800	203100		
34	39400	39900	41800	47600	53000	57900	67900	77300	94100	103000	114800	119300	126600	140600	180000	209200		
35	40600	41100	43100	49000	54600	59600	69900	79600	96900	106100	118200	122900	130400	144800	185400			
36	41800	42300	44400	50500	56200	61400	72000	82000	99800	109300	121700	126600	134300	149100	191000			
37	43100	43600	45700	52000	57900	63200	74200	84500	102800	112600	125400	130400	138300	153600	196700			
38	44400	44900	47100	53600	59600	65100	76400	87000	105900	116000	129200	134300	142400	158200	202600			
39	45700	46200	48500	55200	61400	67100	78700	89600	109100	119500	133100	138300	146700	162900	208700			
40	47100	47600	50000	56900	63200	69100	81100	92300	112400	123100	137100	142400	151100	167800				

M. Khonglujan