

Government of West Bengal
Finance Department
Audit Branch

NOTIFICATION

No. 5562–F the 25th September, 2019–In exercise of the power conferred by the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make the following rules, namely :-

1. Short title and commencement - (1) These rules may be called the West Bengal Services (Revision of Pay and Allowance) Rules, 2019.

(2) They shall be deemed to have come into force on the first day of January, 2016.

2. Application - (1) Save as otherwise provided by or under these rules, these rules shall apply to persons appointed to civil services and posts under the rule making control of the Government of West Bengal except members of All India Services, the West Bengal Judicial Service and members of the services to whom the University Grants Commission, the All India Council of Technical Education and Indian Council of Agricultural Research scales of pay apply.

(2) Unless specifically extended under express order of the State Government, these rules shall not apply to -

- (a) Subordinate executive staff of the Police Forces in West Bengal,
- (b) Officers and staff of the West Bengal National Volunteer Force,
- (c) Officers and staff of the West Bengal Legislative Assembly Secretariat,
- (d)) Officers and staff of the Public Service Commission, West Bengal,
- (e) Officers and staff of the High Court at Kolkata

(3) These rules shall not also apply to :

- (a) Government employees appointed on contract,
- (b) Government employees not in whole time employment,
- (c) Government employees paid otherwise than on a monthly basis, Including those paid at piece-rates,
- (d) Government employees who have retired in the afternoon of the 31st December, 2015, and
- (e) Government employees re-employed after retirement.

3. **Definitions** - (1) In these rules, unless the context otherwise requires,-
- (a) **“existing basic pay”** means the pay drawn in the prescribed existing Pay Band and Grade Pay but does not include any other type of pay;
 - (b) **“existing Pay Band and Grade Pay”** means the running Pay Band and the Grade Pay applicable to the post held by the Government employee or, as the case may be, the personal scale applicable to such Government employee on account of his advancement to a higher Pay Band/Grade Pay under specific or general orders of the Government as on 1st day of January, 2016, whether in a substantive or officiating or temporary capacity, and
 - (c) **“existing pay structure”** means the present system of Pay Band and Grade Pay applicable to the post held by the Government employee as on the 1st day of January, 2016 whether in a substantive or officiating capacity or the Pay Band and Grade Pay as personal scale applicable to him on account of advancement to higher Pay Band /Grade Pay.;
- Explanation.-** the expressions “existing basic pay” and “existing Pay Band and Grade Pay” in respect of a Government employee, who was on the 1st day of January, 2016, on deputation or on foreign service or on leave 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 applicable to the post which he would have held but for his being on deputation or on foreign service or on leave or officiating in a higher post;
- (d) **“existing emoluments”** means the sum of existing basic pay and existing dearness allowance allowed to the basic pay as on 1st day of January ,2016.
 - (e) **“Pay Matrix”** means Matrix specified in Schedule-I and Schedule-II, with levels of pay arranged in vertical cells as assigned to corresponding existing Pay Band and Grade Pay ;
 - (f) **“Level”** in the Pay Matrix shall mean the Level corresponding to the existing Pay Band and Grade Pay as specified in Schedule-III;
 - (g) **“pay in the Level”** means pay drawn in the appropriate Cell of the Level as specified in Schedule-I and Schedule-II;
 - (h) **“revised pay structure”** means the Pay Matrix and the Level specified therein corresponding to the existing Pay Band and Grade Pay of the post unless a different revised level is notified separately for the post ;
 - (i) **“basic pay”** in the revised pay structure means the pay drawn in the prescribed Level in the Pay Matrix ;

(j) **“revised emoluments”** means the pay in the Level of a Government employee in the revised pay structure and includes the revised non-practicing allowance, if any, admissible to him.;

(k) **“Schedule”** means a schedule appended to these rules.

(2) Words and expressions used but not defined in these rules shall have the same meanings as respectively assigned to them in the West Bengal Service Rules, Part-1.

4. **Level of posts** - From the date of commencement of these rules 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 which he is holding as on 01.01.2016 or to which he is appointed on or after 1st day of January, 2016 :

Provided that a Government employee may elect to continue to draw pay in the existing pay structure until the date on which he earns his next 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 employee has been placed in a higher Grade Pay between 1st day of January, 2016 and the date of notification of these rules on account of promotion or upgradation, the Government employee may elect to switch over to the revised pay structure from the date of such promotion or upgradation as the case may be.

Explanation 1 - The option to retain the existing pay structure under the proviso to this rule shall be admissible only in respect of one existing Pay Band or Grade Pay.

Explanation 2 - The aforesaid option shall not be admissible to any person appointed to a post on or after the 1st day of January, 2016, 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 the Government employee exercises the option under the proviso to this rule to retain the existing pay structure 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 pay structure under the existing rule or order applicable to the 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 Schedule IV so as to reach the authority mentioned in sub-rule 2 within three months of the date of notification of these rules in Official Gazette:

Provided that-(i) in the case of a Government servant, who on the date of notification of these rules, is on leave or on deputation or on foreign service, the said option shall be exercised in writing so as to reach the said authority within three months of his return from such leave or deputation or foreign service, as the case may be; and

(ii) where a Government employee is under suspension on the date of publication of these rules in the Official Gazette, the option may be exercised by him within three months of the date of his return to his duty or within three months of the date of notification of these rules, whichever is later.

- (2) The option shall be submitted by the Government employee to the Head of his Office.
- (3) If the option is not received by the Head of his Office within the time specified in sub-rule (1), the Government employee 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- A Government employee, who died on or after the 1st day of January, 2016 and could not exercise the option within the prescribed time limit, shall be deemed to have opted for the revised pay structure on and from the 1st day of January, 2016 or from such subsequent date as is considered most beneficial to him, if he was alive.

Note 2- A Government employee who was on earned leave or any other leave on 1st day of January, 2016 which entitled him to leave salary shall be entitled to exercise option under this rule.

Note 3- A Government employee whose existing scale of post was revised with effect from any date before publication of these rules, may be allowed the benefits of exercising option under this rule on the basis of notional basic pay in the related scale.

7. Fixation of initial pay in the revised pay structure.- (1) The initial pay of a Government employee 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 in 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, as per schedule V .

Illustration -1

1.	Existing Pay Band : P.B.1	Pay Band	P.B I 4900-16200	
		Grade Pay	1700	1800
2.	Existing Grade Pay : 1800	Level	1	2
		1	17000	17600
		2	17500	18100
3.	Existing Pay in the Pay Band : 7410	3	18000	18600
		4	18500	19200
		5	19100	19800
4.	Existing Basic Pay : 9210 (=7410+1800)	6	19700	20400
		7	20300	21000
		8	20900	21600
5.	Pay after multiplication by a fitment factor of 2.57 : $9210 \times 2.57 = 23669.70$ (rounded off to 23670)	9	21500	22200
		10	22100	22900
		11	22800	23600
6.	Level corresponding to Grade Pay 1800 : Level 2	12	23500	24300
		13	24200	25000
7.	Revised Pay in the Pay Matrix (either equal to or next higher to 23670 in Level 2) : 24300	14	24900	25800
		15	25600	26600

Illustration -2

1.	Existing Pay Band : P.B.3	Pay Band	P.B.3 7100-37600			
		Grade Pay	3200	3600	3900	4100
2.	Existing Grade Pay : 4100	Level	8	9	10	11
		1	27000	28900	32100	33400
		2	27800	29800	33100	34400
3.	Existing Pay in the Pay Band : 14000	3	28600	30700	34100	35400
		4	29500	31600	35100	36500
		5	30400	32500	36200	37600
4.	Existing Basic Pay : 18100 (=14000+4100)	6	31300	33500	37300	38700
		7	32200	34500	38400	39900

5.	Pay after multiplication by a fitment factor of 2.57 : 46517	8	33200	35500	39600	41100
		9	34200	36600	40800	42300
		10	35200	37700	42000	43600
6.	Level corresponding to Grade Pay 4100 : Level 11	11	36300	38800	43300	44900
		12	37400	40000	44600	46200
7.	Revised Pay in the Pay Matrix (either equal to or next higher to 46517 in Level 11): 47600	13	38500	41200	45900	47600
		14	39700	42400	47300	49000

(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.

(b) In the case of Medical Officers and Veterinary Doctors who are in receipt of Non-Practising Allowance, the pay in the revised pay structure shall be fixed in the following manner:

The existing basic pay shall be multiplied by a factor of 2.57 and the figure so arrived at shall be added to by an amount equivalent to Dearness Allowance on the pre-revised Non-Practising Allowance admissible as on 1st day of January, 2016. The figure so arrived at will be located in the applicable Level in the Pay Matrix and if such an identical figure corresponds to any Cell in the applicable Level, the same shall be the pay. 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 in the Pay Matrix.

Illustration

1.	Existing Pay Band : PB-4A	Pay Band	P.B.4A 15600 - 42000		
2.	Existing Grade Pay : 5400	Grade Pay	5400	6600	7000
3.	Existing Pay in the Pay Band : 15910	Level	16	17	18
		1	56100	67300	68400
4.	Existing Basic Pay : 21310 (= 15910+ 5400)	2	57800	69300	70500
		3	59500	71400	72600
5.	30% NPA on Basic Pay : 6393	4	61300	73500	74800
6.	DA on NPA @75% : 4795	5	63100	75700	77000
7.	Pay after multiplication by a fitment factor of 2.57 : 21310 x 2.57 =54766.70 (rounded off to 54767)	6	65000	78000	79300
		7	67000	80300	81700
8.	Sum of serial number 6 and 7 = 54767+4795 =59562	8	69000	82700	84200
		9	71100	85200	86700

9.	Level corresponding to G.P 5400 : Level 16	10	73200	87800	89300
10.	Revised Pay in the Pay Matrix (either equal to or next higher to 59562 in Level 16): 61300	11	75400	90400	92000
		12	77700	93100	94800

(2) A Government employee who is on leave on the 1st day of January, 2016 and is entitled to leave salary shall be entitled to pay in the revised pay structure from the date of actual effect of the revised emoluments.

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

(4) A Government employee 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 the existing emoluments exceed the revised emoluments in the case of any Government employee, the difference shall be allowed as personal pay to be absorbed in future increases in pay.

(6) Where in the fixation of pay under sub-rule (1) the pay of a Government employee ,who, in the existing pay structure was drawing more pay than another Government servant junior to him in the same grade in the cadre immediately before the 1st day of January,2016 , 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.

(7) In the case where a senior Government employee promoted to a higher post before the 1st 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 the approval of the Government 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 Governments employees belong to the same cadre and the posts 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 should be identical ;
- (c) the senior Government employee at the time of promotion was drawing equal or more pay than the junior ;

- (d) the anomaly should arise directly as a result of the applications of the provisions of normal rule or any other rule or order regulating fixation of pay 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 increment(s) granted to him , the provisions of this sub-rule shall not be applicable to step up the pay of the senior Government servant.

Provided further that the order relating to stepping up of the pay of the senior employee in accordance with the provision of these sub-rule shall be issued under rule 55(4) of the West Bengal Service Rule, Part I and the senior employee shall be entitled to the next increment on completion of his required qualifying service with reference to the date of such stepping up of pay.

- (8) Where a Government employee is in receipt of personal pay on the 1st day of January, 2016, which together with his existing emoluments exceeds the revised emoluments, the difference representing such excess shall be allowed to such Government employee as personal pay to be absorbed in future increases of the pay.
- (9) Subject to 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 in respect of an employee appointed as fresh recruits on or after 01.01.2016 - The pay of employees appointed by direct recruitment on or after the 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 subject to the higher initials, where applicable, as indicated in Schedule-III.

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

Provided further that the pay of a Government employee , while holding a post under the Government, is appointed to another post on or after the 1st day of January, 2016 , through direct recruitment after applying with due permission of the appointing authority , shall be fixed in the level applicable to the new post at the Cell , which is equal to his last pay of the old post and if there exists no such Cell in the applicable level of the new post , the pay shall be fixed (i) at the immediate higher Cell of that Level if the new post carries higher Level than that of the old post and (ii) at the immediate lower Cell of that Level if the new post is in the lower Level (up to the second lower Level) in relation to the old post when the difference shall be treated as personal pay to be absorbed in future increment.

Illustrations

(a) An employee drawing pay of Rs.34500 in Level 9 is directly appointed to a post carrying Pay in Level 9, his pay shall be fixed at Rs. 34500 in Level 9.

(b) (i) An employee drawing pay of Rs.33200 in Level 7 is directly appointed to a post carrying pay in Level 8, his pay shall be fixed at Rs.33200 as available in a Cell in Level 8.

(ii) An employee drawing pay of Rs. 30500 in Level 6 is directly appointed to a post carrying pay in Level 9, his pay shall be fixed at the immediate higher Cell i.e., at Rs.30700 as available in a Cell in Level 9.

(c) (i) An employee drawing pay of Rs.34200 in Level 8 is directly appointed to a post carrying pay in Level 7, his pay shall be fixed at Rs.34200 as available in a Cell in Level 7.

(ii) An employee drawing pay of Rs.34200 in Level 8 is directly appointed to a post carrying pay in Level 6, his pay shall be fixed at the immediate lower Cell i.e., at Rs.33300 in Level 6 and the difference of Rs.900 (=34200-33300) shall be treated as personal pay to be absorbed in future increment in Level 6.

(d) An employee drawing pay of Rs.33500 in Level 9 is directly appointed to a post carrying pay in Level 6, his pay shall be fixed at the lowest Cell of Level 6 i.e., at Rs.22700 as Level 6 is more than second Level lower in relation to his Pay Level of the former post.

In all the above cases the next increment will fall due on the 1st July after completing 6 months or more qualifying service in the new post.

9. Increments in Pay Matrix - After fixation of pay in the appropriate Level in the Pay Matrix, the subsequent increment in the Level shall be at the immediate next higher Cell vertically arranged in that Level.

Illustration

	Pay Band	P.B. 2 5400-25200				
	Grade Pay	1900	2100	2300	2600	2900
	Level	3	4	5	6	7
An employee in the basic pay of Rs.28900 in Level 5 will move vertically downwards in the same level to Rs.29800 on grant of increment	1	18800	19700	21000	22700	24700
	2	19400	20300	21600	23400	25400
	3	20000	20900	22200	24100	26200
	4	20600	21500	22900	24800	27000
	5	21200	22100	23600	25500	27800
	6	21800	22800	24300	26300	28600
	7	22500	23500	25000	27100	29500
	8	23200	24200	25800	27900	30400
	9	23900	24900	26600	28700	31300
	10	24600	25600	27400	29600	32200
	11	25300	26400	28200	30500	33200
	12	26100	27200	29000	31400	34200
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	13	26900	28000	29900	32300	35200
	14	27700	28800	30800	33300	36300
	15	28500	29700	31700	34300	37400
	16	29400	30600	32700	35300	38500
	17	30300	31500	33700	36400	39700

10. **Date of next increment in revised pay structure.-** In respect of all Government employees, there shall be a uniform date of annual increment, as existing and such date of annual increment shall be the 1st day of July of every year.

11. **Fixation of pay on promotion on or after the 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;-

- (i) One increment shall be given in the Level from which the Government 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

An employee is drawing basic pay of Rs. 31400 in Level 6. He is promoted to Level 7. His pay will be fixed in the following manner. (1) Pay after giving one increment in Level 6 is to be determined which will be Rs. 32300 (2) Pay will be fixed in Level 7 at Rs.33200 (either equal to or next higher in Level 7)	Pay Band	P.B. 2 5400-25200				
	Grade Pay	1900	2100	2300	2600	2900
	Level	3	4	5	6	7
	1	18800	19700	21000	22700	24700
	2	19400	20300	21600	23400	25400
	3	20000	20900	22200	24100	26200
	4	20600	21500	22900	24800	27000
	5	21200	22100	23600	25500	27800
	6	21800	22800	24300	26300	28600
	7	22500	23500	25000	27100	29500
	8	23200	24200	25800	27900	30400
	9	23900	24900	26600	28700	31300
	10	24600	25600	27400	29600	32200
	11	25300	26400	28200	30500	33200
	12	26100	27200	29000	31400	34200
	13	26900	28000	29900	32300	35200
	14	27700	28800	30800	33300	36300
	15	28500	29700	31700	34300	37400
	16	29400	30600	32700	35300	38500
	17	30300	31500	33700	36400	39700

Note 1.- An employee may have option to get his pay fixed either from the date of promotion or from the date of next increment.

- (a) In case the employee opts to get his pay fixed from the date of promotion, his pay in the promotion post shall be fixed under the provisions of this rule and his next increment will fall due on the 1st July on completion of six months from the date of such promotion.
- (b) In case the employee opts to get his pay fixed from the date of increment, then on the date of promotion his pay shall initially be fitted in the applicable level of the promotion post at the same Cell as that of his existing pay and in absence of such Cell, it shall be fitted at the

next higher Cell and such pay shall finally be re-fixed under the provisions of this rule after accrual of increment in the lower post. The next increment shall, however, fall due on the next 1st July.

Note 2.- In the case of non functional movement under MCAS, 2001 / Promotion Policy Circular,1981 the provisions as were prescribed for CAS/MCAS shall be followed.

(ii) In case of Government employees receiving Non Practicing Allowance, their basic pay plus Non Practicing Allowance shall not exceed Rs. 2,01,000 .

12. **Payment of arrears.-** Notwithstanding anything contained elsewhere in these rules, or in any other rules for the time being in force , no arrears of pay to which a Government Servant may be entitled in respect of the period from the 1st day of January,2016 to the 31st day of December,2019, shall be paid to the Government employee.

Note.- For the purpose of this rule, “arrears of pay” , in relation to a Government employee, means the difference between the aggregate of pay and allowances to which he is entitled on account of revision of pay and allowances under these rules for the period in question and the aggregate of pay and allowances to which he would have been entitled for that period had his pay and allowances not been so revised.

13. **Classification of Government employees.-** From the date of commencement of these rules, Government servants shall be classified as Group A, Group B, Group C and Group D in the following manner :-

- (i) Group A - Government employees holding all posts in the Pay Level 12 and above.
- (ii) Group B - Government employees holding all posts in the Pay Levels 8 to 11
- (iii) Group C - Government employees holding all posts in the Pay Levels 3 to 7.
- (iv) Group D - Government employees holding all posts in the Pay Levels 1 and 2.

14. **Overriding effect of rules.-** The provisions of these rules shall have effect notwithstanding anything contrary contained in any other rules, orders or notifications for the time being in force , and all such rules, orders and notifications including the West Bengal Service Rules, Part I, shall have effect subject to the provisions of these rules.

15. **Relaxation of rules,-** 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.

16. **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 for decision.

Schedule – I**[see rule 3(e) and 3(g)]**

Pay Band	P.B I 4900-16200		P.B. 2 5400-25200					P.B.3 7100-37600			
Grade Pay	1700	1800	1900	2100	2300	2600	2900	3200	3600	3900	4100
Old Entry Pay	6600	6830	7300	7680	8160	8840	9600	10300	11040	12270	12750
Level	1	2	3	4	5	6	7	8	9	10	11
1	17000	17600	18800	19700	21000	22700	24700	27000	28900	32100	33400
2	17500	18100	19400	20300	21600	23400	25400	27800	29800	33100	34400
3	18000	18600	20000	20900	22200	24100	26200	28600	30700	34100	35400
4	18500	19200	20600	21500	22900	24800	27000	29500	31600	35100	36500
5	19100	19800	21200	22100	23600	25500	27800	30400	32500	36200	37600
6	19700	20400	21800	22800	24300	26300	28600	31300	33500	37300	38700
7	20300	21000	22500	23500	25000	27100	29500	32200	34500	38400	39900
8	20900	21600	23200	24200	25800	27900	30400	33200	35500	39600	41100
9	21500	22200	23900	24900	26600	28700	31300	34200	36600	40800	42300
10	22100	22900	24600	25600	27400	29600	32200	35200	37700	42000	43600
11	22800	23600	25300	26400	28200	30500	33200	36300	38800	43300	44900
12	23500	24300	26100	27200	29000	31400	34200	37400	40000	44600	46200
13	24200	25000	26900	28000	29900	32300	35200	38500	41200	45900	47600
14	24900	25800	27700	28800	30800	33300	36300	39700	42400	47300	49000
15	25600	26600	28500	29700	31700	34300	37400	40900	43700	48700	50500
16	26400	27400	29400	30600	32700	35300	38500	42100	45000	50200	52000
17	27200	28200	30300	31500	33700	36400	39700	43400	46400	51700	53600
18	28000	29000	31200	32400	34700	37500	40900	44700	47800	53300	55200
19	28800	29900	32100	33400	35700	38600	42100	46000	49200	54900	56900
20	29700	30800	33100	34400	36800	39800	43400	47400	50700	56500	58600
21	30600	31700	34100	35400	37900	41000	44700	48800	52200	58200	60400
22	31500	32700	35100	36500	39000	42200	46000	50300	53800	59900	62200
23	32400	33700	36200	37600	40200	43500	47400	51800	55400	61700	64100
24	33400	34700	37300	38700	41400	44800	48800	53400	57100	63600	66000
25	34400	35700	38400	39900	42600	46100	50300	55000	58800	65500	68000
26	35400	36800	39600	41100	43900	47500	51800	56700	60600	67500	70000
27	36500	37900	40800	42300	45200	48900	53400	58400	62400	69500	72100
28	37600	39000	42000	43600	46600	50400	55000	60200	64300	71600	74300
29	38700	40200	43300	44900	48000	51900	56700	62000	66200	73700	76500
30	39900	41400	44600	46200	49400	53500	58400	63900	68200	75900	78800
31	41100	42600	45900	47600	50900	55100	60200	65800	70200	78200	81200
32	42300	43900	47300	49000	52400	56800	62000	67800	72300	80500	83600
33	43600	45200	48700	50500	54000	58500	63900	69800	74500	82900	86100

Schedule – I (Continued)

Pay Band	P.B.4 9000 - 40500				P.B.4A 15600 - 42000			P.B. 4B 28000 - 52000		P.B.5 37400 - 60000			
Grade Pay	4400	4600	4700	4800	5400	6600	7000	7600	8000	8700	8900	9500	10000
Old Entry Pay	13400	13900	14930	15960	21000	25200	25600	35600	36000	46100	46300	46900	47400
Level	12	13	14	15	16	17	18	19	20	21	22	23	24
1	35800	37100	39900	42600	56100	67300	68400	95100	96100	123100	123600	125200	128900
2	36900	38200	41100	43900	57800	69300	70500	98000	99000	126800	127300	129000	132800
3	38000	39300	42300	45200	59500	71400	72600	100900	102000	130600	131100	132900	136800
4	39100	40500	43600	46600	61300	73500	74800	103900	105100	134500	135000	136900	140900
5	40300	41700	44900	48000	63100	75700	77000	107000	108300	138500	139100	141000	145100
6	41500	43000	46200	49400	65000	78000	79300	110200	111500	142700	143300	145200	149500
7	42700	44300	47600	50900	67000	80300	81700	113500	114800	147000	147600	149600	154000
8	44000	45600	49000	52400	69000	82700	84200	116900	118200	151400	152000	154100	158600
9	45300	47000	50500	54000	71100	85200	86700	120400	121700	155900	156600	158700	163400
10	46700	48400	52000	55600	73200	87800	89300	124000	125400	160600	161300	163500	168300
11	48100	49900	53600	57300	75400	90400	92000	127700	129200	165400	166100	168400	173300
12	49500	51400	55200	59000	77700	93100	94800	131500	133100	170400	171100	173500	178500
13	51000	52900	56900	60800	80000	95900	97600	135400	137100	175500	176200	178700	183900
14	52500	54500	58600	62600	82400	98800	100500	139500	141200	180800	181500	184100	189400
15	54100	56100	60400	64500	84900	101800	103500	143700	145400	186200	186900	189600	195100
16	55700	57800	62200	66400	87400	104900	106600	148000	149800	191800	192500	195300	201000
17	57400	59500	64100	68400	90000	108000	109800						
18	59100	61300	66000	70500	92700	111200	113100						
19	60900	63100	68000	72600	95500	114500	116500						
20	62700	65000	70000	74800	98400	117900	120000						
21	64600	67000	72100	77000	101400	121400	123600						
22	66500	69000	74300	79300	104400	125000	127300						
23	68500	71100	76500	81700	107500	128800	131100						
24	70600	73200	78800	84200	110700	132700	135000						
25	72700	75400	81200	86700	114000	136700	139100						
26	74900	77700	83600	89300	117400	140800	143300						
27	77100	80000	86100	92000	120900	145000	147600						
28	79400	82400	88700	94800	124500	149400	152000						
29	81800	84900	91400	97600	128200	153900	156600						
30	84300	87400	94100	100500	132000	158500	161300						
31	86800	90000	96900	103500	136000	163300	166100						
32	89400	92700	99800	106600	140100	168200	171100						
33	92100	95500	102800	109800	144300	173200	176200						

Schedule – II**[see rule 3(e) and 3(g)]**

Band Pay	P.B.2 5400- 25200	P.B.3 7100-37600				P.B.4 9000-40500				P.B.4B 28000- 52000
Grade Pay	2680	3650	3950	3960	4220	4580	4780	5040	5640	7740
Old Entry Pay	9250	12120	12600	13170	15940	14810	16780	19550	22570	35740
Level	6A	9A	10A	10B	10C	12A	12B	15A	16A	19A
1	23800	31800	33000	34500	41800	39500	44800	52200	60300	95400
2	24500	32800	34000	35500	43100	40700	46100	53800	62100	98300
3	25200	33800	35000	36600	44400	41900	47500	55400	64000	101200
4	26000	34800	36100	37700	45700	43200	48900	57100	65900	104200
5	26800	35800	37200	38800	47100	44500	50400	58800	67900	107300
6	27600	36900	38300	40000	48500	45800	51900	60600	69900	110500
7	28400	38000	39400	41200	50000	47200	53500	62400	72000	113800
8	29300	39100	40600	42400	51500	48600	55100	64300	74200	117200
9	30200	40300	41800	43700	53000	50100	56800	66200	76400	120700
10	31100	41500	43100	45000	54600	51600	58500	68200	78700	124300
11	32000	42700	44400	46400	56200	53100	60300	70200	81100	128000
12	33000	44000	45700	47800	57900	54700	62100	72300	83500	131800
13	34000	45300	47100	49200	59600	56300	64000	74500	86000	
14	35000	46700	48500	50700	61400	58000	65900	76700	88600	
15	36100	48100	50000	52200	63200	59700	67900	79000	91300	
16	37200	49500	51500	53800	65100	61500	69900	81400	94000	
17	38300	51000	53000	55400	67100	63300	72000	83800	96800	
18	39400	52500	54600	57100	69100	65200	74200	86300	99700	
19	40600	54100	56200	58800	71200	67200	76400	88900	102700	
20	41800	55700	57900	60600	73300	69200	78700	91600	105800	
21	43100	57400	59600	62400	75500	71300	81100	94300	109000	
22	44400	59100	61400	64300	77800	73400	83500	97100	112300	
23	45700	60900	63200	66200	80100	75600	86000	100000	115700	
24	47100	62700	65100	68200	82500	77900	88600	103000	119200	
25	48500	64600	67100	70200	85000	80200	91300	106100	122800	
26	50000	66500	69100	72300	87600	82600	94000	109300	126500	
27	51500	68500	71200	74500	90200	85100	96800	112600	130300	
28	53000	70600	73300	76700	92900	87700	99700	116000	134200	
29	54600	72700	75500	79000	95700	90300	102700	119500	138200	
30	56200	74900	77800	81400	98600	93000	105800	123100	142300	
31	57900	77100	80100	83800	101600	95800	109000	126800	146600	
32	59600	79400	82500	86300	104600	98700	112300	130600	151000	
33	61400	81800	85000	88900	107700	101700	115700	134500	155500	

Schedule – III**[see Rule 3(f)]****Corresponding Levels of existing Pay Band and Grade Pay**

Sl. No.	Existing Pay Band	Pay Band Scale	Existing Grade Pay	Level in Pay Matrix with indication of higher initials, where applicable
1	PB-1	Rs.4900-16200	1700	Level-1
2	PB-1	Rs.4900-16200	1800	Level-2
3	PB-2	Rs.5400-25200	1900	Level-3
4	PB-2	Rs.5400-25200	2100	Level-4
5	PB-2	Rs.5400-25200	2300	Level-5
6	PB-2	Rs.5400-25200	2600	Level-6
7	PB-2	Rs.5400-25200 (Minimum pay 6400)	2600	Level-6 with higher initial at Rs.23400
8	PB-2	Rs.5400-25200 (Minimum pay 6570)	2680	Level-6A
9	PB-2	Rs.5400-25200	2900	Level-7
10	PB-3	Rs.7100-37600	3200	Level-8
11	PB-3	Rs.7100-37600	3600	Level-9
12	PB-3	Rs.7100-37600 (Minimum pay 7680)	3600	Level-9 with higher initial at Rs.29800
13	PB-3	Rs.7100-37600 (Minimum pay 7910)	3600	Level-9 with higher initial at Rs.29800
14	PB-3	Rs.7100-37600 (Minimum pay 8470)	3650	Level-9A
15	PB-3	Rs.7100-37600	3900	Level-10
16	PB-3	Rs.7100-37600 (Minimum pay 8650)	3950	Level-10A
17	PB-3	Rs.7100-37600 (Minimum pay 8930)	3950	Level-10A with higher initial at Rs.34000
18	PB-3	Rs.7100-37600 (Minimum pay 9210)	3960	Level-10B
19	PB-3	Rs.7100-37600 (Minimum pay 11720)	4220	Level-10C
20	PB-3	Rs.7100-37600	4100	Level-11
21	PB-3	Rs.7100-37600 (Minimum pay 8930)	4100	Level-11 with higher initial at Rs.34400
22	PB-4	Rs.9000-40500	4400	Level-12
23	PB-4	Rs.9000-40500(Minimum pay 10230)	4580	Level-12A
24	PB-4	Rs.9000-40500(Minimum pay 10560)	4400	Level-12 with higher initial at Rs.39100
25	PB-4	Rs.9000-40500(Minimum pay 12000)	4780	Level-12B
26	PB-4	Rs.9000-40500	4600	Level-13

Schedule – III (Continued)

Sl. No.	Existing Pay Band	Pay Band Scale	Existing Grade Pay	Level in Pay Matrix with indication of higher initials, where applicable
27	PB-4	Rs.9000-40500(Minimum pay 10280)	4600	Level-13 with higher initial at Rs.39300
28	PB-4	Rs.9000-40500(Minimum pay 10980)	4600	Level-13 with higher initial at Rs.40500
29	PB-4	Rs.9000-40500(Minimum pay 11350)	4600	Level-13 with higher initial at Rs.41700
30	PB-4	Rs.9000-40500	4700	Level-14
31	PB-4	Rs.9000-40500(Minimum pay 10610)	4700	Level-14
32	PB-4	Rs.9000-40500(Minimum pay 11350)	4700	Level-14 with higher initial at Rs.42300
33	PB-4	Rs.9000-40500(Minimum pay 11720)	4700	Level-14 with higher initial at Rs.42300
34	PB-4	Rs.9000-40500(Minimum pay 12140)	4700	Level-14 with higher initial at Rs.43600
35	PB-4	Rs.9000-40500	4800	Level-15
36	PB-4	Rs.9000-40500(Minimum pay 11580)	4800	Level-15
37	PB-4	Rs.9000-40500(Minimum pay 14510)	5040	Level-15A
38	PB-4A	Rs.15600-42000	5400	Level-16
39	PB-4	Rs.9000-40500(Minimum pay 16930)	5640	Level-16A
40	PB-4	Rs.9000-40500(Minimum pay 16930)	5400	Level-16 with higher initial at Rs.57800
41	PB-4A	Rs.15600-42000	6600	Level-17
42	PB-4A	Rs.15600-42000	7000	Level-18
43	PB-4B	Rs.28000-52000	7600	Level-19
44	PB-4B	Rs.28000-52000 (Minimum pay 30610)	7600	Level 19 with higher initial at Rs.100900
45	PB-4B	Rs.28000-52000	7740	Level 19A
46	PB-4B	Rs.28000-52000	8000	Level-20
47	PB-5	Rs.37400-60000	8700	Level-21
48	PB-5	Rs.37400-60000	8900	Level-22
49	PB-5	Rs.37400-60000	9500	Level-23
50	PB-5	Rs.37400-60000	10000	Level-24

Schedule- IV

Form of option

(see rules 5 and 6)

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

*2. I, ----- hereby elect to continue on the existing scale of pay of my substantive/officiating post mentioned below until :

- (a) the date of my next increment
- (b) the date of my subsequent increment raising my pay to Rs. ----- in the existing scale.
- (c) the date of my promotion/upgradation to the post of -----.

Existing Pay Band and Grade Pay -----.

Signature -----

Name -----

Designation -----

Office in which employed -----

Department -----

- 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 :

Schedule- V**[see rule 7(1)]**

Form for fixation of initial pay in the revised pay structure under the West Bengal Services (Revision of Pay and Allowances Rules) ,2019.

1. Name of the Department and Office :
2. Name and designation of Government servant :
3. Status (Substantive/Officiating) :
4. Existing Pay Band and Grade Pay
 - (a) in substantive post :
 - (b) in officiating/ temporary post :
5. Basic Pay in the existing pay structure
 - as on January 1, 2016 :
 - (Band Pay + Grade Pay)
6. Amount arrived at by multiplying basic
 - pay as at sl. no. 5 above by 2.57 :
 - Rounded off to nearest rupee :
7. Applicable Level in the Pay Matrix
 - corresponding to the Pay Band and
 - Grade Pay :
8. Applicable Cell in the Level either
 - equal to or next higher of the amount
 - at Sl. no. 6 above :
9. Revised Basic Pay (as per sl. no.8) :
10. Date of effect :
11. Date of next increment :

Signature of Head of Office / Department with Designation

By order of the Governor,

Sd/- H. K. Dwivedi

Additional Chief Secretary to the Government of West Bengal

**Government of West Bengal
Finance Department
Audit Branch**

NOTIFICATION

No. 5564-F dated 25th September, 2019-In exercise of the power conferred by the clause (b) of article 318 of the Constitution of India, the Governor is pleased hereby to make the following regulations:-

Regulations

With effect from the 1st January, 2016, the Pay and Allowances of the members of the staff of the Public Service Commission, West Bengal, shall be governed by the provisions of the West Bengal Services (Revision of Pay and Allowance) Rules, 2019, published under the Finance Department notification No.5562-F, dated the 25th September, 2019 and Finance Department Memorandum No.5563-F, dated the 25th September, 2019, which is explanatory to the said rules and allied matters *mutatis mutandis*.

- (2) The West Bengal Public Service Commission (Conditions of Service and Miscellaneous Provisions) Regulations, 1953, as subsequently amended, shall be deemed to have been further amended to the extent indicated above.

By order of the Governor

Sd/- H. K. Dwivedi

Additional Chief Secretary to the
Government of West Bengal

Government of West Bengal
Home Department
Police Branch

Notification

No.2991-PL/PB/3A-1/19, dated 25th September, 2019- In exercise of the power conferred by section 2A, read with section 46 of the Police Act, 1861 (5 of 1861), section 4 of Bengal Police Act, 1869 (Ben. Act VII of 1869), and the proviso to article 309 of the Constitution of India and in supersession of all rules previously made on the subject, the Governor is pleased hereby to make the following rules to regulate the pay of the Inspectors, Sub-Inspectors, constables and other officers of the West Bengal Police Force :-

Rules

With effect from the 1st January, 2016, the Pay and Allowances of the Inspectors, Sergeants, Sub-Inspectors, constables and other officers of the West Bengal Police Force shall be governed by the West Bengal Services (Revision of Pay and Allowance) Rules, 2019 as promulgated with the Finance Department notification No.5562-F, dated the, 25th September, 2019 and the Finance Department Memorandum No.5563-F, dated, the 25th September, 2019, which is explanatory to the said rules and allied matters, *mutatis mutandis*.

By order of the Governor,

Sd/- P. Raha

O.S.D & Ex-Officio Joint Secretary
to the Government of West Bengal

Government of West Bengal
Home Department
Police Branch

Notification

No.2992-PL/PB/3A-1/19, dated the 25th September, 2019- In exercise of the power conferred by section 2A, read with section 46 of the Police Act, 1861 (5 of 1861), section 4 of Bengal Police Act, 1869 (Ben. Act VII of 1869), section 8 of the Calcutta Police Act, 1866 (Ben. Act IV of 1866), section 2 of the Calcutta Suburban Police Act, 1866 (Ben. Act II of 1866) and the proviso to article 309 of the Constitution of India and in supersession of all rules previously made on the subject, the Governor is pleased hereby to make the following rules to regulate the pay of the Inspectors, Sergeants, Sub-Inspectors and other officers of the Kolkata Police Force :-

Rules

With effect from the 1st January, 2016, the Pay and Allowances of the Inspectors, Sergeants, Sub-Inspectors and other officers of the Kolkata Police Force shall be governed by the West Bengal Services (Revision of Pay and Allowance) Rules, 2019 as promulgated with the Finance Department notification No.5562-F, dated the 25th September, 2019 and the Finance Department Memorandum No. 5563-F, dated the, 25th September, 2019 , which is explanatory to the said rules and allied matters, *mutatis mutandis*.

By order of the Governor,

Sd/- P. Raha

O.S.D & Ex-Officio Joint Secretary
to the Government of West Bengal

Government of West Bengal
Home Department
Police Branch

Notification

No.2993-PL/PB/3A-1/19, dated the 25th September, 2019 In exercise of the power conferred by section 2A, read with section 46 of the Police Act, 1861 (5 of 1861), section 4 of Bengal Police Act, 1869 (Ben. Act VII of 1869), and the proviso to article 309 of the Constitution of India and in supersession of all rules previously made on the subject, the Governor is pleased hereby to make the following rules to regulate the pay of the Subedar Majors, Subedars and other members of the Eastern Frontier Rifles Battalion :-

Rules

With effect from the 1st January, 2016, the Pay and Allowances of the Subedar Majors, Subedars and other members of the Eastern Frontier Rifles Battalion shall be governed by the West Bengal Services (Revision of Pay and Allowance) Rules, 2019 as promulgated with the Finance Department notification No.5562-F, dated, the 25th September, 2009 and the Finance Department Memorandum No.5563-F, dated, the 25th September, 2019, which is explanatory to the said rules and allied matters, *mutatis mutandis*.

By order of the Governor,

Sd/- P. Raha

O.S.D & Ex-Officio Joint Secretary
to the Government of West Bengal

Government of West Bengal
Disaster Management and Civil Defence Department

Notification

No.1389-CD (E-227466), dated the 25th September, 2019-In exercise of the power conferred by section 16 of the West Bengal National Volunteer Force Act, 1949 (West Bengal Act I of 1949), read with the proviso to article 309 of the Constitution of India, the Governor is pleased hereby to make the following rules to regulate the pay and allowances of Officers, and others staff of the West Bengal National Volunteer Force:-

Rules

With effect from the 1st January, 2016, the Pay and Allowances of the Officers, and other staff of the West Bengal National Volunteer Force shall be governed by the West Bengal Services (Revision of Pay and Allowance) Rules, 2019 as promulgated with Finance Department Notification No.5562-F, dated the 25th September, 2019 and the Finance Department Memorandum No.5563-F, dated the 25th September, 2019, which is explanatory to the said rules and allied matters, *mutatis mutandis*.

By order of the Governor,

Sd/- D. Nariale, IAS

Principal Secretary to the
Government of West Bengal

**Government of West Bengal
Finance Department
Audit Branch**

No. 5563-F

Dated, Howrah the 25th September, 2019

Memorandum

Subject : Clarificatory Memorandum on the West Bengal Services (Revision of Pay and Allowances) Rules, 2019 and on allied matters dealt with by the Sixth Pay Commission.

In Finance Department Resolution No. 8071-F(P) dated the 27th November, 2015 the Government constituted a Pay Commission-

- (1) to examine the present structure of pay and conditions of service to the following category of employees after taking into account the prevailing pay structure under the Central Government, Public Sector Undertakings, other State Governments etc., and to furnish recommendations for changes which may be desirable and feasible
 - (a) employees under the rule making control of the Government of West Bengal except the members of the All India Services, the West Bengal Judicial Service and members of services to whom the UGC scales of pay, AICTE scales of pay and ICAR scales of pay are applicable
 - (b) teaching and non-teaching employees of Government sponsored or aided educational institutions, Training Institutions of Primary Teachers, Libraries & Polytechnics and Junior Technical Schools;
 - (c) non-teaching employees of non-Government Colleges (Sponsored and Aided);
 - (d) employees of Municipalities, Municipal Corporations, Notified Area authorities, Panchayat Bodies;
 - (e) the employees of different Constitutional and Statutory Bodies,
- (2) to examine the existing promotion policies and related issues and suggest suitable changes, which may be desirable and feasible, after taking into account the norms of promotions, efficiencies/productivity, wherever relevant and also having special regard to the priority for improving people-orientation, social accountability and efficiency of the administration.
- (3) to examine the special allowance and other allowances, concessions including Travelling Allowance and other benefits which are available to the employees in addition to the pay and suggest changes which may be desirable and feasible.
- (4) to examine the issues relating to retirement benefits, and
- (5) to make recommendations on each of the above having regard, inter-alia to the economic condition of the country, financial responsibility of the Govt. of India and the pattern of

allocation of revenues to the State, and the resources of the State Government and the demands thereon on account of the commitment of the State Government to the developmental activities,

The Commission submitted its report on the 13th September, 2019. After due consideration of the recommendations of the Commission, the Governor has been pleased to make the decisions set out in the following paragraphs in respect of the employees under category 1(a) above :-

2. Pay Matrix – The Government has accepted the recommendation of the Commission to dispense with the present system of pay bands and grade pay and a new Pay Matrix as recommended by the Commission has been accepted without any modification. In addition, the Government has prescribed another table for Pay Matrix to cover the cases for those Government servants whose pay structures were not identical with the pay structures covered by the Commission in its recommendations.

The new Pay Matrix is set out in

(a) Schedule I and Schedule II to the West Bengal Services (Revision of Pay and Allowance) Rules, 2019 published with the Finance Department Notification No. 5562-F dated the 25th September, 2019.

(b) Rules relating to Subordinate Executive Staff of the Police Force, published with Notification Nos. 2991-PL, and 2992-PL, and 2993-PL, dated the 25th September, 2019.

(c) Regulations relating to the officers and staff of the West Bengal National Volunteer Force, published with the Notification No. 1389-CD(E-227466), dated the 25th September, 2019

(d) Regulations relating to the officers and staff of the Public Service Commission, West Bengal, published with the Finance Department Notification No.5564-F, dated the 25th September, 2019.

These rules and regulations have been published in the extraordinary issue of Kolkata Gazette dated the 25th September, 2019.

The revised pay shall be effective from the 1st January, 2016.

3. Fixation of pay in the revised pay structure.–The principle of fixation of pay in the revised pay structure, as recommended by the Commission, has been accepted. The principle of fixation of initial pay in the revised pay structure has been laid down in Rule 7 of the West Bengal Services (Revision of Pay and Allowance) Rules, 2019.

(A) To arrive at the pay of a Government employee in the revised pay structure the following principles are to be followed:-

- (i) The pay of a Government employee who continued in the service after 31.12.2015, may be determined subject to his option notionally as on the 1st day of January, 2016 by multiplying his existing basic pay by a factor 2.57 and rounding off the resultant figure to the nearest rupee.
- (ii) The figure so arrived at will have to be located in the applicable level in the Pay Matrix and if such an identical figure corresponds to any Cell in the applicable level in 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.

(B) For the purpose of fixation of pay in the revised pay structure of Government employees who are in receipt of Non Practicing Allowance (NPA) , the following method is to be followed :-

The existing basic pay shall be multiplied by a factor of 2.57 and the figure so arrived at shall be added to by an amount equivalent to Dearness Allowance on the pre-revised Non-Practicing Allowance admissible as on 1st day of January, 2016. The figure so arrived at will be located in the applicable Level in the Pay Matrix and if such an identical figure correspondence to any Cell in the applicable Level is available, the same shall be the pay. 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 in the Pay Matrix.

4. Option for drawal of pay in the revised pay structure –

- (i) The rules relating to exercising option for drawal of pay in the revised pay structure have been laid down in rule 5 read with rule 6 of the West Bengal Services (Revision of Pay and Allowance) Rules, 2019. The said rules prescribe the manner in which option is to be exercised and also the authority who should be appraised of such option.
- (ii) The Form in which the option should be exercised has been set out in Schedule IV to the West Bengal Services (Revision of Pay and Allowance) Rules, 2019.

- (iii) 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.

5. **Fixation of pay in the revised pay structure for fresh recruits on or after 01.01.2016 –**

Rule 8 of the West Bengal Services (Revision of Pay and Allowance) Rules, 2019 prescribe the manner in which the pay of direct recruits appointed on or after the 1st day of January, 2016 is to be regulated.

6. **Increments in Pay Matrix-** After fixation of pay in the appropriate Level in the Pay Matrix, the subsequent increment in the Level shall be at the immediate next higher Cell vertically arranged in that Level as prescribed in rule 9 of the West Bengal Services (Revision of Pay and Allowance) Rules, 2019.
7. **Fixation of pay on promotion on or after the 1st day of January, 2016 –** For fixation of pay on promotion on or after the 1st day of January, 2016, the provisions of rule 11 should be followed.
8. **Drawal of pay in the revised pay structure –** A Government employee will be entitled to draw pay in the revised pay structure with effect from 1st January, 2020 after initial fixation of pay in the revised pay structure as indicated in rule 7 of the West Bengal Services (Revision of Pay and Allowance) Rules, 2019 as per his option which he may exercise under the provisions of these rules.

Pay shall be fixed by the Head of Office concerned, who shall prepare the initial pay fixation statement in duplicate in the form set out in Schedule V to the Bengal Services (Revision of Pay and Allowance) Rules, 2019.

If any amount is drawn by a Government employee in excess of what is admissible to him as a result of erroneous fixation of pay in the revised scale, he shall refund the amount so drawn forthwith.

9. **Non-Practising Allowance –**

- (1) In case of the officers of the West Bengal Medical Education Service, West Bengal Dental Education Service Non- Practising Allowance (NPA) will be @ 24% of the revised basic pay subject to the maximum of Rs.24,000 and subject to the condition that the Basic pay plus NPA so computed, shall not exceed Rs. 2,01,000/-
- (2) In case of officers of the West Bengal Health Service, West Bengal Public Health & Administrative Service, West Bengal Dental

Service, West Bengal E.S.I. Medical Service, Additional Medical Officers (Formerly Community Health Service Officers) and Veterinary Doctors, NPA will be @ 20% of revised basic pay subject to the maximum of Rs.20,000 and subject to the condition that the Basic pay plus NPA so computed shall not exceed Rs. 2,01,000/-.

(3) In respect of the officers of the West Bengal Ayurvedic Health Service and West Bengal Homeopathic Health Service and also their corresponding Educational Services NPA will be @ 20% of the revised basic pay subject to the maximum of Rs.20,000 and subject to the condition that the revised Basic pay plus NPA shall not exceed Rs. 2,01,000/-

(4) The rates of NPA in all the above three cases on the revised pay structure shall be effective from 01.01.2020.

10. **House Rent Allowance** – With effect from the 1st January, 2020, the house rent allowance admissible to a Government employee shall be 12% of his revised basic pay, subject to a maximum of Rs. 12,000/- per month. The ceiling of house rent allowance drawn by husband and wife together shall also be raised to Rs. 12,000/- per month.

The term basic pay in the revised pay structure means the pay drawn in the prescribed pay level in the Pay Matrix and does not include Non Practicing Allowance or any other type of pay.

The existing terms and conditions of drawl of house rent allowance by Government employees living in their own house or in a rented house shall continue to apply.

Subject to continuance of the existing terms and conditions regulating drawl of house rent allowance by Government employees provided with accommodation owned / hired by the Government and recovery of license fee from them, the following conditions shall be there , as existing now , in respect of such category of employees:-

- (i) When a Government accommodation being in a habitable condition in all respect with appropriate supply of water, power and toilet arrangements for individual families and such a Government accommodation is earmarked for holder

of a particular post, the holder will not be entitled to house rent allowance for living elsewhere.

- (ii) Group D employees, when they occupy an accommodation provided by the Government (i.e., the accommodations are earmarked) and according to their entitlement, will be exempted from payment of licence fee.
- (iii) Group D employees, who are required to occupy below standard or below entitlement accommodations, but when such accommodations are not earmarked for them, will also, be exempted from payment of licence fee.

11. **Medical Allowance –**

- (1) The existing rate of Medical Allowance will be revised to Rs. 500/- per month in respect of Government employees and Government pensioners with effect from 1st January, 2020.
- (2) The present limit towards reimbursement of the cost of medicine on each occasion of indoor treatment shall be Rs.3500 with effect from 1st January, 2020.
- (3) Those who will opt for the West Bengal Health Scheme, 2008, will not be entitled to the benefits stated at (1) above.

12. **Risk/Hazard Allowance:** Risk/Hazard Allowance will be admissible @ Rs.300 per month with effect from 01.01.2020.

13. **Hill Compensatory Allowance:** Hill Compensatory Allowance will be admissible @ 12% of revised basic pay subject to maximum of Rs.2000 per month with effect from 01.01.2020.

14. **Winter Allowance:** Rs. 3,000/- per annum will be admissible as Winter Allowance w.e.f. 01.01.2020.

15. **Hill Compensatory Relief:** Hill Compensatory Relief will be admissible @ 12% of basic revised pension subject to maximum of Rs.1000 per month with effect from 01.01.2020.

16. **Winter Relief :** Rs.1500 per annum will be admissible as Winter Relief w.e.f. 01.01.2020.

17. **Sundarban Allowance:** This will be admissible at the revised rates of Rs.40,70,100 and 140 with effect from 01.01.20 in place of Rs. 30,50,70 and 100 for different pay slabs as given below :

Pay Level	Amount of Sundarban Allowance admissible per month
Level 1 & 2	Rs. 40
Level 3 to 7	Rs. 70
Level 8 to 11	Rs. 100
Above Level 11	Rs. 140

18. **Washing/Kit Maintenance Allowance :** Washing/Kit Maintenance Allowance will be admissible @ Rs.70 per month with effect from 01.01.2020 .
19. **Extra Duty Allowance :** Extra Duty Allowance will be admissible @ Rs.300 per month with effect from 01.01.2020 .
20. **Tiffin Allowance for overtime work by Mechanical staff in the Pool Car Establishment:** This will be admissible @ Rs.30 per hour subject to maximum of Rs.180 per working day and also subject to the following conditions with effect from 01.01.2020.
- (i) No allowance shall be payable for work beyond 6 hours on any day and 46 hours in a month
 - (ii) Duties on Sundays and holidays shall not be taken into account.
21. **Tiffin Allowance to Secretariat Group D Employee:** For orderlies attached to the Officers in the rank of Joint Secretary and above in the Secretariat Department who are required to stay in office beyond 6:30 p.m and also other peons and orderlies as are/will be approved under existing orders , the tiffin allowance shall be admissible @ Rs.30 per day with effect from 01.01.2020 .
22. **Conveyance Allowance for physically challenged employees:** This will be admissible @ 5% of Revised Basic Pay subject to maximum of Rs.800 p.m with effect from 01.01.2020.
23. **Additional Remuneration for Protocol Duties :** This will be admissible @Rs.700 per month with effect from 01.01.2020.

24. **Cash Allowance for Senior Accounts Clerk /Cashier:** This will be abolished w.e.f. 01.01.2020.
25. **Other Allowances :** All other allowances shall continue with the existing amount as drawn as on the date of issue of this memorandum for the revise pay still such time the allowances are revised. Employees joining service after issue of this memorandum shall also draw the existing amount.
26. **Payment of arrears :** No arrears of pay to which a Government employee may be entitled in respect of the period from the 1st day of January, 2016 to the 31st day of December, 2019, shall be paid to the Government employee.

Sd/- H. K. Dwivedi
Additional Chief Secretary to the
Government of West Bengal

Copy with each of the copy of Memorandum No. 5563-F dt. 25.09.2019, 5564-F dt. 25.09.2019, 2991-PL/PB/3A-1/19, dt. 25.09.2019, 2992- PL/PB/3A-1/19, dt. 25.09.2019, 2993- PL/PB/3A-1/19, dt. 25.09.2019 and 1389-CD(E-227466) dated 25.09.2019 forwarded for information and necessary action to:

1. The Principal Accountant General (A&E), West Bengal, Treasury Buildings, 2, Govt. Place(West), Kolkata-700001.
2. The Principal Accountant General (Audit), West Bengal, Treasury Buildings, 2, Govt. Place(West), Kolkata-700001.
3. The Accountant General (Receipt, Work and Local Bodies Audit) West Bengal, 3rd MSO Building, CGO Complex, DF Block, 5th Floor, Sector-I, Salt Lake, Kolkata-700064.
4. The Additional Chief Secretary to the Governor of West Bengal.
5. The Additional Chief Secretary to the Hon'ble Chief Minister, West Bengal.
6. The Additional Chief Secretary/Principal Secretary/Secretary
..... Department.
7. The Special Secretary/Additional Secretary(s)/Commissioner/Joint Secretary/Deputy Secretary, Finance Department.
8. The Financial Advisor, Department.
9. The Commissioner,Division,
.....
10. The Director,
.....
11. The Director of Treasuries & Accounts, West Bengal, 8, Lyons Range, Mitra Building, 2nd & 3rd floor, Kolkata- 700 001.
12. The District Magistrate/District Judge/Superintendent of Police
.....
13. The Sub-Division Officer,
.....
14. The Block Development Officer,
.....
15. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lance, Kolkata- 700 012.
16. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Jawahar Building, Kolkata-700012.
17. The Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Suhanna, DF- 9, Sector- I, 5th & 6th floor, Salt Lake, Kolkata- 700 064.
18. The Treasury Officer,
.....
19. The Group/..... Branch, Finance Department.
20. Shri Sumit Mitra, Network Administrator, Finance (Budget) Department.
--He is requested to upload copy of this Order in the website of Finance Department.
21. Office Copy.


Deputy Secretary to the
Government of West Bengal.