

Government of West Bengal  
Department of Urban Development & Municipal Affairs  
(Urban Development Branch)  
"Nagarayan",  
DF-8, Sector-I, Bidhannagar, Kolkata-700 064

**NOTIFICATION**

**No. 114-T&CP/C-2/1R-01/2019;**

**Dated, Kolkata, the 14<sup>th</sup> January, 2020.**

In terms of Finance Department Resolution No. 8070-F(P) dated the 25th November, 2015, the Government constituted a Pay Commission to examine the present structure of pay and conditions of service of the State Government Employees and certain other categories of employees as envisaged in resolution No. 8071-F(P) dated the 27th November, 2015 to suggest changes which may be desirable and feasible keeping in view the decisions of the Central Government on the recommendations of the Seventh Central Pay Commission, Public Sector Undertakings and other State Governments etc. The Commission has since submitted its recommendation to the Government.

Now, in exercise of the power conferred under section 95A of the Howrah Improvement Act, 1956, the Governor is pleased to direct that the revision of pay and allowances and certain conditions of service of the regular and whole-time employees of the Howrah Improvement Trust constituted under the said act shall be as set out in the following paragraphs.

The Howrah Improvement Trust is hereby directed to take necessary action for revision of pay and allowances and certain conditions of service of the regular and whole-time employees of the Howrah Improvement Trust under section 27 of the said Act strictly in accordance with the directions set out below :

- 1. Date of Effect :-** The revised pay structure under this statement shall be deemed to have come into force on the first day of January, 2016 notionally with actual effect from 01.01.2020.
- 2. Application -** (1) Save as otherwise provided by or under any order, the provisions of this notification shall apply to the whole-time and regular employees of Howrah Improvement Trust created under Howrah Improvement Act, 1956.

Unless specifically extended under order of the Competent Authority, the provisions of this notification shall not apply to Howrah Improvement Trust employees of following categories-

- (i) Employees appointed on contract,
- (ii) Employees not in whole time employment,
- (iii) Employees paid otherwise than on a monthly basis, Including those paid at piece-rates,
- (iv) Employees who have retired in the afternoon of the 31<sup>st</sup> December, 2015,
- (v) Employees re-employed after retirement, and
- (vi) Employees working on deputation terms, excepting the permanent deputationists from Government Departments not absorbed in the Howrah Improvement Trust.

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**3. Definitions** - In these directions, 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 an employee or, as the case may be, the personal scale applicable to such an employee on account of his advancement to a higher Pay Band/Grade Pay under specific or general orders of the Government as on 1<sup>st</sup> 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 an employee as on the 1<sup>st</sup> 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 an employee who was on the 1<sup>st</sup> 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 1<sup>st</sup> day of January, 2016.
- (e) **“Pay Matrix”** means Matrix specified in Schedule-I 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-II;
- (g) **“pay in the Level”** means pay drawn in the appropriate Cell of the Level as specified in Schedule-I;
- (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 applicable Level of an employee of Howrah Improvement Trust in the revised pay structure.
- (k) **“Schedule”** means the schedule appended to these directions.

**4. Level of posts** - From the 1<sup>st</sup> day of January, 2016, 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.

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5. **Drawal of pay in the revised pay structure** - Save as otherwise provided in this notification, an employee 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 1<sup>st</sup> day of January ,2016 :

Provided that an employee 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 up to 25.09.2019 or until he vacates his post or ceases to draw pay in the existing pay structure:

Provided further that in cases where an employee has been placed in a higher Grade Pay between 1<sup>st</sup> day of January, 2016 and 25.09.2019 on account of promotion or upgradation, the employee may elect to switch over to the revised pay structure from the date of such promotion or upgradation or the date of final fixation therefore as the case may be.

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

**Note :-**

An employee will have no option to come under the revised pay structure from the date of any subsequent increment that fell due after any promotion during the period from 01.01.2016 to 25.09.2019.

**Illustration-I :-**

An employee got promotion /advancement on 18.09.2016. He is not eligible to exercise option to come under the revised pay structure from the date of increment on 01.07.2017 or 01.07.2018 or 01.07.2019. He is, however, eligible to exercise such option w.e.f. 01.01.2016 or 01.07.2016 or 18.09.2016.

**Illustration-II :-**

An employee got promotion /advancement on 12.03.2017 and got pay fixation benefit on 01.07.2017. He is not eligible to exercise option to come under revised pay structure from the date of subsequent increment on 01.07.2018 or 01.07.2019. He is, however, eligible to exercise such option w.e.f. 01.01.2016 or 01.07.2016 or 01.07.2017.

**Explanation 2** - The aforesaid option shall not be admissible to any person appointed to a post on or after the 1<sup>st</sup> day of January, 2016, whether for the first time in service or by transfer from another post and he shall be allowed pay only in the revised pay structure.

**Explanation 3** - Where an employee of Howrah Improvement Trust exercises the option under the proviso to this para 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 provision 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.

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