

**Government of West Bengal**  
**Department of Urban Development and Municipal Affairs**  
**(Municipal Affairs Branch)**  
**NAGARAYAN, 6<sup>th</sup> Floor,**  
**DF- 8, Sec – I, Salt lake, Kolkata- 700064**

**RESOLUTION**

No. 1159/MA/O/C-4/1R-1/2019

Dated, the 26<sup>th</sup> day of December, 2019

In Finance Department Resolution No. 8071-F(P) dated the 27th November, 2015 the Government constituted a Pay Commission to examine the present structure of pay and conditions of service of the employees of Municipalities, Municipal Corporations, Notified Area authorities and Industrial Township Authorities, 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. The Commission has submitted its report on the 13th September, 2019.

After careful consideration of the recommendations of the Sixth Pay Commission, the Governor has been pleased to decide that the structure of pay and other conditions of service in respect of the employees of the Municipalities including Notified Area Authorities and Industrial Township Authorities will be as set out in the following paragraphs: -

**1. Date of effect** – The revised pay structure under this resolution shall be deemed to have come into force on the first day of January, 2016 notionally with actual financial effect from 01.01.2020.

**2. Definitions.** – (1) In this resolution, unless the context otherwise requires, –

- (a) “Competent authority” means the authority competent to make Resolution;
- (b) “**employee**” means a person holding a post under the employment of any of the Municipality including Notified Area Authority and Industrial Township Authority duly sanctioned by the competent authority in a substantive, officiating or temporary capacity and includes a person who is on leave but does not include a person on re-employment/extension of service after retirement and a person on fixed pay/ honorarium/ fee/ stipend/ remuneration, etc.;
- (c) “**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.
- (d) “**existing Pay Band and Grade Pay**” means, -

the running Pay Band and the Grade Pay applicable to the post held by the municipal employee or, as the case may be, the personal scale applicable to such employee on account of his advancement to a higher Pay Band/Grade Pay under specific or general orders of the competent authority as on 1<sup>st</sup> day of January, 2016, whether in a substantive or officiating or temporary capacity, and

- (e) “**existing pay structure**” means the present system of Pay Band and Grade Pay applicable to the post held by the 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 an 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 officiation in a higher post;

- (f) “**existing emoluments**” mean the sum of existing basic pay and existing dearness allowance allowed to the basic pay as on 1st day of January, 2016.
- (g) “**Pay Matrix**” means the Matrix specified in Schedule-I, with levels of pay arranged in vertical cells as assigned to corresponding existing Pay Band and Grade Pay ;
- (h) “**Level**” in the Pay Matrix shall mean the Level corresponding to the existing Pay Band and Grade Pay as specified in Schedule-II;
- (i) “**pay in the Level**” means pay drawn in the appropriate Cell of the Level as specified in Schedule-I;
- (j) “**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 ;
- (k) “**basic pay**” in the revised pay structure means the pay drawn in the prescribed level in the Pay Matrix;
- (l) “**revised emoluments**” means the pay in the level of an employee in the revised pay structure;
- (m) “**Schedule**” means the Schedule appended to this resolution.

**3. Level of posts** – From the date of commencement of this resolution, 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.

**4. Drawal of pay in revised pay structure.** – Save as otherwise provided in this Resolution, 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 1st 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 upto 25.09.2019 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 an employee has been placed in a higher Grade Pay between 1st 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 from the date of final fixation of pay on account of such promotion/upgradation as the case may be.

*Explanation I.* – 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 : No option shall lie from any date of increment that fell after the date of promotion/upgradation during the period 01.01.2016 to 25.09.2019.

**Illustration:** If an employee got promotion/upgradation on 18.10.2016, he is not eligible to exercise option to come under the revised pay structure with effect from 01.07.2017 or 01.07.2018 or 01.07.2019. He is, however, eligible to exercise such option with effect from 01.01.2016 or 01.07.2016.

*Explanation II.* – 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 the service of the Municipalities, including Notified Area Authorities and Industrial Township Authorities or by transfer from another post and he shall be allowed pay only in the revised pay structure.

*Explanation III.*– Where the employee exercises the option under the provisos 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 provisions of 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.

**5. Exercise of option.**– (1) The option under the proviso to para 4 shall be exercised in writing in the Form appended to Schedule III within 90 days from the date of issue of this resolution accepting the Government decision for implementation of the revised structure of pay under this resolution, so as to reach the same to the authority mentioned in sub-para (2) of this paragraph within three months of the date of publication of this resolution in the *Official Gazette*:

Provided that –

- (i) an employee, who on the date of publication of this Resolution in the *Official Gazette*, 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) an employee, who is under suspension on the date of publication of this Resolution in the *Official Gazette*, shall exercise the said option within three months of the date of his return to his duty or within three months of the date of publication of this Resolution in the *Official Gazette*, whichever is later.

(2) The option shall be submitted by the employee to such authority of the Municipality / Notified Area Authority/ Industrial Township Authority as may be determined by the Chairman or the Executive Officer, if empowered by the Chairman as mentioned in sub-para (1).

(3) If the option under sub-para (1) has not been received by the respective Authority within the time specified in that sub-para, the employee shall be deemed to have elected to be governed by the revised pay structure with effect from the 1<sup>st</sup> day of January, 2016.

(4) The option once exercised shall be final.

*Note 1.* – An employee whose service is terminated on or after the 1<sup>st</sup> day of January, 2016 and who is unable to exercise the option on account of discharge on the expiry of the sanctioned posts, shall be deemed to have elected to be governed by the revised pay structure with effect from the 1<sup>st</sup> day of January, 2016.

