

237



GOVERNMENT OF KERALA

IRRIGATION [WATER SUPPLY-C] DEPARTMENT

GOVERNMENT ORDERS ON
THE RECOMMENDATIONS OF THE
PAY REVISION COMMITTEE ON THE
REVISION OF SCALES OF PAY, SERVICE BENEFITS
AND OTHER RELATED ISSUES OF THE
EMPLOYEES AND THE PENSIONERS OF
THE KERALA WATER AUTHORITY

[G. O. (P) No. 54/99/IrD. dated 19-8-1999]

239

IRRIGATION [WATER SUPPLY-C] DEPARTMENT

**GOVERNMENT ORDERS ON
THE RECOMMENDATIONS OF THE
PAY REVISION COMMITTEE ON THE
REVISION OF SCALES OF PAY, SERVICE BENEFITS
AND OTHER RELATED ISSUES OF THE
EMPLOYEES AND THE PENSIONERS OF
THE KERALA WATER AUTHORITY**

[G. O. (P) No. 54/99/IrD. dated 19-8-1999]

241

GOVERNMENT OF KERALA

Abstract

REVISION OF SCALES OF PAY, SERVICE BENEFITS AND OTHER RELATED ISSUES FOR THE KERALA WATER AUTHORITY – ORDERS ISSUED.

IRRIGATION (WSC) DEPARTMENT

G.O.(P) No. 54/99/IrD

Thiruvananthapuram,
Dated 19-08-1999.

- Read:-1. G.O.(P) No. 66/95/LAD dated 24-04-1995.
2. G.O.(MS) No.66/97/IrD dated 06-09-1997.
3. G.O.(MS) No. 82/98/IrD dated 31-07-1998.
4. G.O.(P) No. 3000/98/Fin dated 25-11-1998.
5. G.O.(P) No. 3001/98/Fin dated 25-11-1998.

ORDER

The Government, vide GO read 2nd above had appointed a Pay Revision Committee for making recommendations on the revision of Scales of Pay and other service benefits, pension structure etc., of the employees of the Kerala Water Authority. The terms of reference of the Committee as per GO read 2nd above were as follows:

- a. To examine the present structure of pay, conditions of service including promotion avenues, grade benefits and fringe benefits like risk allowances to the Authority employees including Part Time and NMR workers and to suggest revisions etc;
- b. To examine the pension structure of Kerala Water Authority employees both past and future and existing DCRG benefits and to propose revision;
- c. To examine the existing TA rules, rates of DA etc and to propose necessary revision;
- d. To look into the anomalies in the previous pay revision and propose necessary modifications;
- e. To examine the date from which the pay revision decisions can be implemented;
- f. To examine whether the interim relief has to be extended to the Part Time workers of the Authority and also whether the interim relief has to be sanctioned to the employees who joined the services of the Authority after 28-2-97;
- g. While submitting the recommendations, the Committee should consider fully the present and future financial position of the Authority.

The above Committee was reconstituted vide GO read 3rd above with (i) Sri. Elias George, IAS, Secretary to the Government, Irrigation Department, (ii) Sri. K.G.Sukumara Pillai, Additional Secretary to the Government, Finance

department and (iii) Sri. M. Ganesan, Finance Manager & Chief Accounts Officer, Kerala Water Authority as members. The Committee submitted the report to the Government on 11th February 1999. The Government also held discussions with the various service organisations of the Authority and decided to make some improvements on the recommendations of the Committee. Accordingly, Government are pleased to issue the following orders:-

1. **Scales of Pay:** The existing scales of pay will be revised as shown in Annexure I and fitted into a Master scale of Rs 2700-70(4)-2980-75(4)-3280-80(4)-3600-85(4)-3940- 90(3)-4210 -100(8)-5010 -125(5)-5635 -150(4)-6235 -175(5)-7110-200(3)-7710 -225(3)-8385 -250(4)-9385 -275(3)-10210 -300(2)-10810 -325(4)-12110 -350(2)-12810 -375(3)-13935 -425(6)-16485 -500(9)-20985. The revised scales of pay for various posts are given in Annexure II. These revised scales of pay will come into force from 1-3-1997.
2. **Change in designations:** Designations of certain posts are changed and certain posts are combined with posts of similar nature. The existing designations and their new designations are given in Annexure III.
3. **Interim Relief:** The date of effect of the 1st instalment of the Interim relief will be given from 1-12-95 and the 2nd instalment of Interim relief from 1-2-97. The arrears of Interim relief will be paid as in the case of salary arrears. These two instalments of Interim relief will stand withdrawn wef the date of option to come over to the revised scale from 1-3-1997 or thereafter.
4. **Fixation of pay:** The rules for fixation of pay in the revised scales of pay are given in Annexure IV.
5. **Stagnation Increments:** The employees who reach the maximum of the scales of pay and become ineligible for any increment in their existing scales of pay are now granted three stagnation increments - the first two annual and the last one biennial after reaching the maximum of the scale. This practice will continue. However, the maximum pay due to such increments should not go beyond Rs 18985.
6. **Ratio/higher grade:** The existing ratio/ percentage based higher grade and the revised ratio, if any, to the various categories are shown at the appropriate places in Annexure II. The existing ratios and grades that are not specifically modified or stopped will be continued.
7. **Time bound higher grades:** The period for 'time bound higher grades' is re-fixed as 10, 18 and 23 years. A fourth 'time bound higher grade' in the scale of pay of Rs 3440-5385 will be allowed to Class IV employees on completion of 30 years of service. The rules for sanctioning the 'time bound higher grade' are given in Annexure V.

www.keralapscips.blogspot.in

8. **Dearness Allowance:** The Dearness allowance will be granted to the employees of the Authority at the same rates for the pay ranges applicable to the Government employees from time to time. The rates of DA admissible from 1-3-97 to 1-7-98 are given in Annexure VI.
9. **House Rent Allowance and City Compensatory Allowance:** The House Rent Allowance and the City Compensatory Allowance will be granted to the employees of the Authority at the same rates for the pay ranges applicable to the Government employees from time to time. The revised rates of House rent allowance and City compensatory allowance are given Annexure VI. The revised rates will take effect from 1-11-1998.
10. **Special pay:** All Special pay will be discontinued. The Special pay now paid to various categories of employees, except to those whose special pay is specifically ordered to be merged with the basic pay for fixation of pay in the revised scales, will be paid as special allowance wef 1-3-1997 as given in Annexure VII. This special allowance will not be reckoned for any other benefit such as DA, HRA, CCA, compensatory allowances, pension, gratuity etc. However, the DA, HRA, CCA and compensatory allowances based on Special pay drawn by the employees in the pre-revised scale will not be adjusted from the arrears from 1-3-1997 to 31-10-1998. The enhancement in the rate of Special allowance allowed as per this order will have effect from 1-11-1998 only.
11. **IPD Allowance to Staff of Investigation, Planning & Design Wing:** The IPD allowance hitherto paid to the officers in the IPD wing will be paid as Special allowance wef 1-3-1997 at the rates given in Annexure VII. This allowance will not be reckoned for any other benefit such as DA, HRA, CCA, compensatory allowances, pension, gratuity etc.
12. **Compensatory and other miscellaneous Allowances:** The Compensatory and other miscellaneous allowances will be paid to the respective categories of employees wef 1-11-98 at the rates given in Annexure VII.
13. **Charge allowance:** Charge allowance will be treated on par with special allowance and DA and other allied benefits are not admissible for Charge allowance wef 1-3-1997. However, DA and other allied benefits based on Charge allowance in the pre-revised rates already drawn will not be recovered.
14. **Education allowance to the parents of physically handicapped children:** An Education allowance of Rs 100 per month will be paid wef 1-11-98 to the parents of physically handicapped children during their schooling up to and including the level of higher secondary, if such children are receiving instructions or training in the institutions recognised by the State or Central Government as in the Government service. This allowance will be admissible

during the months of annual vacation also. A formal sanction should be issued every year by the controlling officer/leave sanctioning officer. Only one of the parents shall be eligible for this allowance and a declaration should be obtained from the parent concerned in this regard.

15. **Conveyance allowance to physically handicapped employees:** The conveyance allowance to physically handicapped employees will be enhanced to Rs 200 p.m wef 1-11-98 to all the physically handicapped employees whose permanent partial disability is not less than 40% irrespective of whether they are full time employees or part time employees.
16. **Reimbursement of Cost of spectacles:** The existing limit of Rs 100 on the reimbursement of cost of spectacles will be raised to Rs 300 wef 1-11-1998.
17. **Travelling allowance:** The rates of Travelling allowance and allied matters will be revised wef 1-7-1999 as shown in Annexure VIII.
18. **Annual Surrender of Earned leave:** The earned leave that can be surrendered once in a financial year by all categories of employees including part time employees will be enhanced from 15 days to 20 days with effect from 1-11-1998.
19. **Terminal surrender of earned leave:** The terminal surrender of earned leave will be enhanced from 240 days to 300 days with effect from 1-11-1998.
20. **Maternity leave:** The maternity leave will be enhanced from 90 days to 135 days with effect from the date of this order. Those on maternity leave on the date of issue of these orders will also be eligible for the enhanced limit.
21. **Training period of Last grade employees:** The period required for training for the Last Grade employees for acquiring experience for further promotions will be treated as duty with effect from the date of this order.
22. **Ex-Gratia payment:** An Ex-gratia payment to the employees of the Authority for injuries/death in violent incidents while on duty will be paid wef 1-11-1998 following the procedures in the Government service at the rates given in Annexure IX.
23. **Loans and Advances:** The employees of the Authority will be allowed House Building advance, Motor Car advance, Motor Cycle advance, Scooter advance and Cycle advance at the rates given in Annexure X.
24. **Part time contingent employees:** The emoluments and other benefits admissible to the part time contingent employees of the Authority will be revised as given in Annexure XI.

25. **NMR employees:** Employees under the NMR category will be given revised scales of pay as admissible to the corresponding categories in the regular establishment as at present.

26. **Contingent/NMR employees transferred from Local bodies:** The emoluments admissible to the Contingent/ NMR employees transferred from Local bodies to the Authority consequent on the transfer of the water supply schemes to the Authority will be revised as given in Annexure XI.

27. **Pension and other benefits to the pensioners of the Authority:** The pension and other related benefits to the pensioners of the Authority will be revised wef 1-3-1997 as given in Annexure XII.

28. **Rectification of anomalies, improving the promotion avenues etc:** In order to rectify the existing anomalies and to improve the promotion avenues of the employees, the following changes will be effected.

- i. The following existing scales of pay will be modified wef 1-3-1992 with monetary benefit from 1-4-1995.

Existing scale of pay	Modified scale of pay
835-1320	835-1500
860-1365	860-1760
970-1565	970-1930
1090-1695	1090-2100

- ii. The ratio for promotion between Last grade employees Grade II and Grade I will be raised from 5:1 to 2:1 wef 1-3-1992 with monetary benefit from 1-4-1995.
- iii. The post of Caretaker will be given a grade promotion in the scale of pay of Rs. 3205-5135 in the ratio of 2:1 wef 1-11-1998.
- iv. The ratio of 6:3:1 for Drivers Grade II: Grade I: Senior Grade will be revised to 3:2:1 wef 1-11-1998.
- v. Four Drivers will be posted as Vehicle Inspectors in the pay scale of Rs 4710-7710, by promotion, one each for the four Regional offices. The senior most Vehicle Inspector will be posted as Chief Vehicle Inspector in the pay scale of Rs 4810-7935 by promotion and posted in the Head Office.
- vi. The ratio between the UD Clerk and the Head Clerk will be fixed as 3:1 wef 1-11-98 instead of the existing norm of one Head Clerk for an office having 3 to 5 clerks. However, total of the existing strength of LD Clerk, UD Clerk and the Head Clerk should not exceed on this account.
- vii. A new higher grade in the scale of pay of Rs 1500-2710 as Selection Grade will be introduced for Typists wef 1-4-96. The ratio among LD

- Typist, UD Typist, Senior Grade Typist and Selection Grade Typists will be 2:2:1:1 wef 1-4-1996.
- viii. The ratio for grade promotions of Confidential Assistants (Grade II, Grade I, Senior Grade and Selection Grade) will be revised as 3:3:3:1 wef 1-4-1996 and will be further revised to 1:1:1:1 wef 1-11-1998.
- ix. A grade promotion in the ratio of 1:1 will be allowed to the Lifeguard cum coach in the scale of pay of Rs. 7310-11460 wef 1-11-1998.
- x. The post of Confidential Assistant to the Technical Member and Confidential Assistant to the Accounts Member will be upgraded as PA to Technical Member and PA to Accounts Member wef 1-11-1998 in the scale of Rs 7310-11460 by promotion from the post of the selection grade Confidential Assistants.
- xi. The post of Personal Assistant to the Managing Director will be treated as a promotion post of the selection grade Confidential Assistant wef 1-3-1997 in the scale of Rs 7310-11460.
- xii. 20% of the posts of Senior Superintendents will be placed as Senior Superintendent (Higher-Grade) wef 1-11-1998 in the scale of pay of Rs.7310-11460.
- xiii. 50% of the posts of Senior Superintendents will be deployed as Revenue Officers and posted in major revenue earning divisions and sub-divisions for improving Revenue collection.
- xiv. The senior most Internal Auditor and the senior most Deputy Accounts Manager will be allowed the scale of pay of Rs 12810-16485 wef 1-11-1998.
- xv. The post of Senior Operator/Head Operator having the same scale of pay will be separated as the Senior operator and the Head Operator with two different scales of pay. The post of the Senior Operator will be the ratio promotion post for all the Operators. The ratio between the Operator and the Senior Operator will be 5:1. The Senior Operator will be allowed the scale of pay equal to the existing scale of pay of Senior Operator/Head Operator. The post of the Head Operator will be the promotion post from the post of the Senior Operators who have the requisite qualifications for the post of Mechanical Superintendent. The ratio between the Senior Operator and the Head Operator will also be 5:1. The Head Operator will be allowed the scale of pay equal to the existing scale of pay of the Mechanical Superintendent (Existing scale Rs 1760-3050 and the revised scale Rs 5635-9135). However, total of the existing strength of Operators/Senior Operators/Head Operators should not exceed on this account. These modifications will take effect from 1-3-1997.
- xvi. 20% of the Fitters will be placed as Head fitters wef 1-11-1998.
- xvii. The ratio for promotion of Electrician/Auto Electrician as Electrical Overseer Grade II will be 2:1, wef 1-11-1998. The total of the existing strength of the Electrician and the Electrical Overseer Grade II should not exceed on this account.

- xviii. The scales of pay of Mechanic II, Motor Mechanic II, Mechanic I and Motor Mechanic I will be fixed as Rs 1090-1695 after withdrawing the existing ratio grades wef 1-3-1992 with monetary benefit from that date.
- xix. 20% of the post of Mechanic will be placed as Mechanic Superintendent wef 1-11-1998.
- xx. The ratio of Surveyor II: Surveyor I: Head Surveyor will be revised to 4:4:1 from the existing ratio of 4.5:4.5:1 wef 1-11-98.
- xxi. 12 1/2% of the Plumbing Inspectors will be placed as Senior Plumbing Inspectors wef 1-11-98 in the scale of pay Rs.4810-7935.
- xxii. 12 1/2% of the Meter Inspectors will be placed as Senior Meter Inspectors wef 1-11-98 in the scale of pay Rs.5635-9135.
- xxiii. The Mechanical Superintendent/ Master Driller/ Chief Driller will be allowed the scale of pay of the Assistant Engineer wef 1-3-1997 after withdrawing the existing ratio grades.
- xxiv. The senior scale admissible for one Chief Engineer will be extended to two Chief Engineers wef 1-11-98, according to seniority.

29. In the case of implementing the following orders, the Authority will take steps to incorporate suitable modifications in the Kerala Water Authority Service Special Rules, if found necessary.

- i. In modification to the existing promotion channels, the following promotion avenues will be opened to all categories of Last Grade Service employees, Turncock and Sewer cleaner, subject to their acquiring the required minimum prescribed qualifications and successful completion of tests and training, if any, prescribed for the promotion post, wef 1-11-1998.
 - (a) 10% of the vacancies of LD Clerk/LD Typist will be reserved for promotion.
 - (b) All vacancies in the post of Telephone Operator, Caretaker, Binder and Driver will be reserved for promotion.
 - (c) 50% of the vacancies for the post of Meter Reader will be reserved for promotion.
 - (d) 10% of the vacancies for the post of Operator, Plumber, Fitter and Electrician will be reserved for promotion.
 - (e) In addition, the existing promotion avenues on regular lines (other than the promotions by transfer) will be continued.
- ii. Those in the category of Pipe layer, Lineman and Line maistry will also be considered for promotion as fitter subject to their acquiring the required minimum prescribed qualifications.

- iii. Those in the category of Care taker will also be considered for promotion as LD Clerk, LD Typist and Meter Reader subject to their acquiring the required minimum prescribed qualifications.
- iv. The in-service quota for promotion to the post of Assistant Engineer from the Authority employees having the required degree in Engineering will be enhanced from 6% to 10%.
- v. 2% of the total posts of Assistant Executive Engineers will be earmarked for promotion from the Head Surveyors having the requisite minimum qualifications. In the absence of qualified hands, the post will be filled from the qualified Assistant Engineers.
- vi. 50% of the total posts of Assistant Database Administrator will be filled by promotion from the lower categories having the minimum prescribed qualifications and having a minimum 10 years service of which at least one year in the computer section of the Authority, if such persons are available.
- vii. One third of the posts of Accounts Managers will be filled up by promotion from the Deputy Accounts Managers having the requisite qualifications and experience, if such persons are available.
- viii. The minimum general qualification for LD Clerk/ LD Store Keeper/ LD cashier, LD Typist and Telephone Operator will be made graduation.
- ix. The post of Blue Printer will be abolished and the present incumbents will be deployed as Junior Meter Readers by introducing the post of Junior Meter Reader in the scale of Rs 2770-4210 in revenue collection offices.
- x. The LD Typists and the UD Typists will be deployed as Computer Operators according to the necessity and subject to their acquiring necessary working experience in Computer Operation.

30. **Other improvements:** In order to improve the efficiency of the Authority and to redress the grievances of the employees, the following actions will be taken by the Authority:

- i. The seniority of all categories of employees should be finalised within a period of six months. The Technical Service rules, the Ministerial Service rules and the Duties and Responsibilities of each category of employees should be finalised and the approval of the concerned authorities obtained within six months.
- ii. Action should be taken to fill up the essential vacant posts in revenue collection, maintenance of schemes, project management, financial management etc. at the earliest. Regularisation of the employees directly appointed by the Authority and working for a long period should also be examined.
- iii. The merits and demerits of the present practice of arranging certain works on 'HR basis' and the system of entrusting the maintenance work on

'Running Contract' basis should be examined and appropriate remedial measures should be taken wherever necessary, as early as possible.

- iv. A comprehensive study should be carried out on the existing system for electrical maintenance. If found necessary, a separate wing for electrical repairs and maintenance should be formed by diverting or deploying qualified employees at the appropriate level. Every division attending to maintenance work should have a qualified electrical Overseer to supervise the electrical works and maintenance of pumps and motors.
- v. Immediate action should be taken to constitute a Promotion Committee and the Confidential Reporting System made compulsory for all promotions to middle and senior level posts.
- vi. It should be ensured that the employees required for revenue collection should work a minimum period of 5 years in revenue units.
- vii. Action should be initiated to reduce the proliferation of Unions through referendum.
- viii. Proposals should be made to the Government for strengthening the Vigilance and the Internal Audit wings of the Authority by posting officers also from the Police department and the AG's office as the case may be.
- ix. Immediate and appropriate actions should be taken for strengthening the Revenue Collection wings and for improving the revenue earnings.
- x. A "punch card system" should be introduced in the Authority in stages to ensure punctuality and discipline.
- xi. Action should be taken to formulate and introduce a "Medical Benefit Scheme" to the Pensioners with contributions from both the pensioners and the Authority.
- xii. Action should also be taken to formulate and constitute a "Pension Fund" for the Authority.
- xiii. A "Grievance Redressal Forum" for the employees and pensioners of the Authority should be formed.
- xiv. Proposals should be made to the Government for the constitution of a "Kerala Water Authority Administrative Reforms Committee" to recommend measures for improving the administrative and financial system of the Authority as well as for effecting economy in its working.

31. General conditions:

- i. Option to retain the Pre-revised Scales of pay: In respect of those employees who opt. to retain their pre-revised Scales of Pay, their emoluments shall include those components as laid down in Rule 3(a), (b) and (c) in the Rules for Fixation of Pay (Annexure IV), Interim Relief admissible under the relevant orders and DA at 1510 Points of All India Consumer Price Index. In the case of such employees, the benefits like House Rent Allowance and other additions to pay would be payable on the revised rates from 01-03-1997 or from the date

otherwise specified in this order on the basis of their pre-revised pay plus DA at 1510 points.

ii. Arrears of salary:

(a) Arrears of salary on fixation of pay in the revised pay scales for the period up to 31-10-1998 will be impounded and credited to the PF account of the employees. This amount will not be allowed to be withdrawn till 31-10-2002. But in the case of those who are retiring before 31-10-2002, the arrears so impounded will be released on their retirement. Arrears Bills may be claimed with Provident Fund schedules for crediting the amount to the General Provident Fund Account of the employee. Interest on the arrears credited to the General Provident Fund Account will accrue from the first of the month in which the Bill is passed.

(b) In the case of employees who have not started subscription to Provident Fund, the drawal and the deposit of arrears will be deferred till the Provident Fund Account is opened.

(c) Those who retired between 01-03-1997 and the date of this order will be paid arrears of salary in cash.

(d) In the case of employees who have opted not to subscribe a PF account during the last one year of service, arrears of salary will be paid in cash.

(e) Arrears of salary on fixation of pay in the revised pay scales will be paid in cash to the part time contingent employees and to other categories in whose case it is not obligatory to maintain PF account.

iii. Fixation of pay as contemplated under Rule 28 A Part I KSR will not be applicable to cases of promotion/appointments made from posts carrying a Scale of Pay, the minimum of which exceeds Rs.12,810/- wef 01-03-1997.

iv. Where promotion posts happen to have the scale of pay of feeder category posts, one advance increment will be granted to the incumbents appointed by promotion in posts carrying the scale of pay of feeder category posts. In such cases the next increment will be allowed on the date of the normal increment in the lower post itself. The advance increment will not be granted in the case of promotion from a time bound higher grade to a regular promotion post in the same Scale of Pay.

v. Omissions or errors, if any, in respect of posts or scales of pay indicated in this order should be reported to Government by the Managing Director of the Authority within a month positively.

vi. Arrears claims preferred in pursuance of these orders will, be paid without pre-audit in relaxation of Article 53, Kerala Financial Code, Volume I.

vii. The officers, who inspect their subordinate offices, will check as far as possible, all cases of fixation of pay in the revised scales and indicate in the Service Books the fact of having checked the pay fixation. In case

where fixation or grant of higher grade is found to be incorrect, the inspecting officer should record in the Service Books concerned that instructions have been given to the concerned officers to rectify the defects. The audit staff in the Internal Audit wing shall review fixation of pay, verify the entries in the Service Book and record the fact therein for immediate rectification.

- viii. Leave Salary/Pension Contribution based on the pay in the revised Scales of Pay will be recovered from 01-03-1997 or from the date of effect of option of the employees concerned in the revised Scales of Pay. Foreign employers will arrange the remittance at the revised rates from 01-03-1997 or from the date of option exercised by the employee concerned.
- ix. Recoveries will be insisted upon in cases where over-payments are made on account of wrong fixation. If an officer competent to fix pay under these orders or approve the pay fixation or countersign the 'option statement', has any doubt in the application of the rules, he shall seek clarification of the Government through proper channel before approving the pay fixation and disbursing the pay.
- x. Wherever no specific recommendations or modifications are made, the existing practice followed in the Authority will continue.

The Authority will evolve a system to ensure that all the orders relating to revision of pay and other issues are fully implemented within a reasonable time limit.

By Order of the Governor,

K.S. Annamma,
Additional Secretary to Government,
Irrigation (Water Supply) Department.

To

The Managing Director, Kerala Water Authority, Thiruvananthapuram.
The Accountant General (A&E), Kerala, Thiruvananthapuram.
The Accountant General (Audit), Kerala, Thiruvananthapuram.
The Finance Department (Vide UO No 64373/PUC1/99/Fin dated 23-07-99 and UO No 69895/PUC1/99/Fin dated 02-08-99).
The General Administration (SC) Dept (Vide item No. 3244 dated 24-06-99).

List of Annexures

- I The existing and the revised scales of pay
- II Scales of pay – Existing and revised for various posts
- III The existing and the corresponding new designations
- IV Rules for fixation of pay in the revised scales
- V Rules relating to time bound higher-grade promotions
- VI Dearness allowance, House rent allowance and City compensatory allowance
- VII Special pay and other allowances
- VIII Travelling allowance
- IX Ex-Gratia payment
- X Loans and Advances
- XI Remuneration to part time contingent employees and to contingent/NMR employees transferred from Local bodies.
- XII Pension and other benefits to the pensioners of the Authority

253

Annexure I

THE EXISTING AND THE REVISED SCALES OF PAY

The Existing Master Scale of pay is as follows: 810-25(4)-910-30(6)-1090-35(4)-1230-45(6)-1500-65(4)-1760-85(8)-2440-90(3)- 2710-105(2)-2920-130(6)-3700-150(4)-4300-175(6)-5350-190(5)-6300.

The Revised Master Scale of pay will be as follows: 2700-70(4)-2980-75(4)- 3280-80(4)- 3600-85(4)- 3940- 90(3)- 4210- 100(8)- 5010-125(5)-5635-150(4)- 6235-175(5)- 7110-200(3)- 7710-225(3)- 8385-250(4)- 9385-275(3)-10210-300(2)-10810-325(4)-12110-350(2)-12810-375(3)-13935-425(6)-16485-500(9)-20985.

	Existing Scales of pay	Revised Scales of Pay
S1	810-25-910-30-1090	2700-70-2980-75-3280-80-3600-85-3770
S2	835-25-910-30-1090-35-1230-45-1320	2770-70-2980-75-3280-80-3600-85-3940-90-4210
S3	860-25-910-30-1090-35-1230-45-1365	2840-70-2980-75-3280-80-3600-85-3940-90-4210-100-4510
S4	970-30-1090-35-1230-45-1500-65-1565	3205-75-3280-80-3600-85-3940-90-4210-100-5010-125-5135
S5	1090-35-1230-45-1500-65-1695	3440-80-3600-85-3940-90-4210-100-5010-125-5385
S6	1125-35-1230-45-1500-65-1760	3685-85-3940-90-4210-100-5010-125-5510
S7	1195-35-1230-45-1500-65-1760-85-1845	3770-85-3940-90-4210-100-5010-125-5635-150-5785
S8	1275-45-1500-65-1760-85-2100	4210-100-5010-125-5635-150-6235
S9	1410-45-1500-65-1760-85-2355	4610-100-5010-125-5635-150-6235-175-7110
S10	1455-45-1500-65-1760-85-2440	4710-100-5010-125-5635-150-6235-175-7110-200-7710
S11	1500-65-1760-85-2440-90-2710	4810-100-5010-125-5635-150-6235-175-7110-200-7710-225-7935
S12	1630-65-1760-85-2440-90-2710-105-2815	5135-125-5635-150-6235-175-7110-200-7710-225-8160
S13	1695-65-1760-85-2440-90-2710-105-2920	5385-125-5635-150-6235-175-7110-200-7710-225-8385

25/14

S14	1760-85-2440-90-2710-105-2920-130-3050	5635-150-6235-175-7110-200-7710-225-8385-250-9135
S15	No corresponding scale	5635-150-6235-175-7110-200-7710-225-8385-250-9385-275-9660
S16	2100-85-2440-90-2710-105-2920-130-3310	6585-175-7110-200-7710-225-8385-250-9385-275-10210-300-10810
S17	2185-85-2440-90-2710-105-2920-130-3440	6760-175-7110-200-7710-225-8385-250-9385-275-10210-300-10810-325-11135
S18	No corresponding scale	6935-175-7110-200-7710-225-8385-250-9385-275-10210-300-10810-325-11460
S19	2270-85-2440-90-2710-105-2920-130-3570	7310-200-7710-225-8385-250-9385-275-10210-300-10810-325-11460
S20	2440-90-2710-105-2920-130-3700	7510-200-7710-225-8385-250-9385-275-10210-300-10810-325-11785
S21	No corresponding scale	7710-225-8385-250-9385-275-10210-300-10810-325-12110
S22	2530-90-2710-105-2920-130-3700-150-4150	7935-225-8385-250-9385-275-10210-300-10810-325-12110-350-12810
S23	2710-105-2920-130-3700-150-4300	8385-250-9385-275-10210-300-10810-325-12110-350-12810-375-13935
S24	No corresponding scale	8635-250-9385-275-10210-300-10810-325-12110-350-12810-375-13935-425-14360
S25	3050-130-3700-150-4300-175-5175	10210-300-10810-325-12110-350-12810-375-13935-425-15635
S26	4000-150-4300-175-5350	12810-375-13935-425-16485
S27	4300-175-5350-190-5540	14360-425-16485-500-18485
S28	4650-175-5350-190-5730	14785-425-16485-500-18985
S29	5175-175-5350-190-5920	16485-500-18985
S30	5350-190-6300	16985-500-19985
S31	5350-190-6300 Plus Special pay Rs 300	17485-500-20485
S32	5350-190-6300 Plus Special pay Rs 450	17985-500-20985

SCALES OF PAY - EXISTING AND REVISED FOR VARIOUS POSTS.

S.No	Designation	Existing Scale of pay	Revised Scale of pay	Ref to Note
1	Peon	810-1090	2700-3770	
2	Worker	810-1090	2700-3770	
3	Laascar	810-1090	2700-3770	
4	Watchman cum valve operator	810-1090	2700-3770	
5	Unskilled Worker	810-1090	2700-3770	
6	Shift Mazdoor	810-1090	2700-3770	
7	Watcher	810-1090	2700-3770	
8	Shift Assistant	810-1090	2700-3770	
9	Shift Assistant cum cleaner	810-1090	2700-3770	
10	Cleaner/Full time sweeper	810-1090	2700-3770	
11	Lorry Cleaner	810-1090	2700-3770	
12	Boatman	810-1090	2700-3770	
13	Telephone Attender	810-1090	2700-3770	
14	Last Gr. Employees Gr II	810-1090	2700-3770	Note 1
15	Last Gr. Employees Gr. I	835-1320	2770-4210	Note 1
16	Blue Printer	835-1320	2770-4210	
17	Painter	835-1320	2770-4210	
18	Pipe layer	835-1320	2770-4210	
19	Turn Cock	835-1320	2770-4210	
20	Lineman	835-1320	2770-4210	
21	Line Maistry	835-1320	2770-4210	
22	Assistant Mechanic	835-1320	2770-4210	
23	Sewer Cleaner	835-1320	2770-4210	
24	Sewage farm worker	835-1320	2770-4210	
25	Skilled worker	835-1320	2770-4210	
26	Gardener	835-1320	2770-4210	
27	Pump Driver	860-1365	2840-4510	
28	Care taker	860-1365	2840-4510	Note 2
29	Mason	860-1365	2840-4510	
30	Gunman cum watcher	860-1365	2840-4510	
31	Lime attendant Grade II	860-1365	2840-4510	
32	Boat driver	860-1365	3205-5135	
33	Driver Grade II	860-1365	3205-5135	Note 3
34	Garden Superintendent	970-1565	3205-5135	
35	Chlorine Mechanic	970-1565	3205-5135	
36	Mixer driver	970-1565	3205-5135	
37	Well driller	970-1565	3205-5135	
38	Lime attendant Gr I	970-1565	3205-5135	
39	Duffedar	970-1565	3205-5135	
40	Junior Lab assistant	970-1565	3205-5135	
41	Binder	970-1565	3205-5135	
42	Plumber	970-1565	3205-5135	
43	Electrician/Auto Electrician	970-1565	3205-5135	Note 15
44	Welder	970-1565	3205-5135	
45	Blacksmith	970-1565	3205-5135	
46	Fitter	970-1565	3205-5135	Note 14
47	Meter Reader	970-1565	3205-5135	
48	Work Supdt. Gr II	970-1565	3205-5135	Note 30
49	LD clerk/LD Store keeper/LD Cashier	970-1565	3205-5135	
50	LD Typist	970-1565	3205-5135	Note 5

51	Overseer Grade III	970-1565	3440-5385	
52	Tracer	970-1565	3440-5385	
53	Mechanic-II/Motor Mechanic Grade II	970-1565	3440-5385	Note 16
54	Telephone operator	970-1565	4210-6235	
55	Operator	1090-1695	3440-5385	Note 13
56	Pump Operator	1090-1695	3440-5385	Note 13
57	Shift operator	1090-1695	3440-5385	Note 13
58	Mechanical operator	1090-1695	3440-5385	Note 13
59	PD operator	1090-1695	3440-5385	Note 13
60	Bore well operator	1090-1695	3440-5385	Note 13
61	Assistant shift operator	1090-1695	3440-5385	Note 13
62	Head fitter	1090-1695	3770-5785	Note 14
63	Confidential Asst Gr II	1125-1760	3685-5510	Note 6
64	Driver Gr I	1125-1760	3685-5510	
65	Overseer GrII/D'Man GrII/Waterworks Inspr	1195-1845	3770-5785	Note 31
66	Surveyor Gr II	1195-1845	3770-5785	Note 18
67	Chargeman	1195-1845	3770-5785	
68	Driver Sr Grade	1195-1845	3770-5785	
69	Electrical overseer Gr II	1195-1845	3770-5785	Note 15
70	Computer Operator	1275-2100	4210-6235	
71	UD clerk /UD store keeper/UD Cashier	1275-2100	4210-6235	Note 4
72	UD typist	1275-2100	4210-6235	Note 5
73	Roller driver	1275-2100	4210-6235	
74	Meter Inspector	1410-2355	4610-7110	Note 20
75	Work Superintendent Gr I	1410-2355	4610-7110	Note 30
76	Mechanic Superintendent	1410-2355	4610-7110	Note 17
77	Sanitary Chemist	1410-2355	4610-7110	Note 29
78	Water works Superinden.	1410-2355	4610-7110	
79	Plumbing Inspector	1410-2355	4610-7110	Note 19
80	Overseer Gr I /Draftsman Gr I	1455-2440	4710-7710	Note 31
81	Electrical overseer Gr I	1455-2440	4710-7710	
82	Surveyor Gr I	1455-2440	4710-7710	Note 18
83	Driller /Driller Mechanic	1455-2440	4710-7710	
84	Senior Operator	1455-2440	4710-7710	Note 13
85	Head clerk	1455-2440	4710-7710	Note 4
86	Senior Grade Typist	1455-2440	4710-7710	Note 5
87	Vehicle Inspector	New post	4710-7710	
88	Information Assistant	1455-2440	4810-7935	
89	Head Operator	1455-2440	5635-9135	Note 13

254

90	Confidential Assistant Gr I	1500-2710	4810-7935	Note 6
91	Selection Grade Typist	1500-2710	4810-7935	Note 5
92	Spl.Asst to arbitration cases	1630-2815	5135-8160	
93	Sergeant	1630-2815	5135-8160	
94	Fair copy Superintendent	1630-2815	5635-9135	Note 28
95	Junior Superintendent	1630-2815	5635-9135	
96	Legal assistant	1630-2815	5635-9135	
97	Sr. Sanitary Chemist	1760-3050	5635-9135	Note 29
98	Fair copy Supdt. Higher Gr	1760-3050	5635-9660	Note 28
99	Confidential Asst.Sr Grade	1760-3050	5635-9135	Note 6
100	Mechanical Supdt./Master Driller/Chief Driller	1760-3050	6935-11460	Note 21
101	Life guard cum coach	2100-3310	6760-11135	Note 7
102	Sr Sanitary chemist Hr Gr	2100-3310	6585-10810	Note 29
103	Divisional Accountant	2100-3310	6760-11135	
104	Senior Superintendent.	2100-3310	6760-11135	Note 10
105	Revenue officer	2100-3310	6760-11135	Note 11
106	Assistant Engineer /Head Draftsman	2185-3440	6935-11460	
107	Assistant Geologist	2185-3440	6935-11460	
108	Assistant Geophysicist	2185-3440	6935-11460	
109	Conf. Asst. selection Grade	2185-3440	6935-11460	Note 6&8
110	Head Surveyor	2185-3440	6935-11460	Note 18
111	Master Driller Higher Grade/ Chief driller Higher Gr./ Mech Supdt.Higher Grade	2185-3440 2185-3440 2185-3440	6935-11460 6935-11460 6935-11460	Note 21
112	PA to Managing Director	2185-3440	7310-11460	Note 9
113	Law Officer Gr II	2270-3570	7510-11785	
114	Accounts Officer Gr II	2270-3570	7510-11785	
115	Administrative Assistant	2270-3570	7510-11785	
116	Asst Data Base Administrator	2270-3570	7510-11785	
117	Asst Executive Engineer/Technical Assistant	2440-3700	7710-12110	Note 27
118	Hydro-geologist	2440-3700	7710-12110	
119	Geophysicist	2440-3700	7710-12110	
120	Administ. Officer Gr II	2530-4150	8385-13935	
121	Finance Officer Gr II	2530-4150	8385-13935	
122	Accounts Officer Gr I	2530-4150	8385-13935	
123	Asst Exe. Eng. Hr Grade /Tech Asst Hr. Gr.	2710-4300	8635-14360	Note 27

124	Deputy Accounts Manager	3050-5175	10210-15635	Note 12&25
125	Internal Auditor	3050-5175	10210-15635	Note 12
126	Executive Engineer/PA to SE	3050-5175	10210-15635	Note 26
127	Cost Accountant	3050-5175	10210-15635	
128	Data Base Administrator	3050-5175	10210-15635	
129	Executive Engineer Hr Gr.	4000-5350	12810-16485	Note 26
130	Sr. Administrative Officer	4000-5350	12810-16485	
131	Deputy Chief Engineer /Supdt Engr/Secretary	4300-5540	14360-18485	
132	Accounts Manager	4300-5540	14360-18485	Note 23
133	Chief Engineer	5175-5920	16485-18985	Note 22
134	Finance Manager & CAO	5175-5920	16485-18985	Note 24
135	Chief Engineer Sr. Grade	5350-6300	16985-19985	Note 22
136	Accounts Member	5350-6300 +Spl pay Rs 300	17485-20485	
137	Technical Member	5350-6300 +Spl pay Rs 300	17485-20485	
138	Managing Director	5350-6300 +Spl pay Rs 450	17985-20985	
139	Principal Information Offr.	As in parent department		
140	Legal Officer	As in parent department		
141	Law Officer	As in parent department		

[Note 1 to 32 will form part of Annexure II]

- Note 1: The ratio for promotion between Last grade employees Grade II and Grade I will be raised from 5:1 to 2:1 wef 1-3-1992 with monetary benefit from 1-4-1995.
- Note 2: The post of Caretaker will be given a grade promotion in the scale of pay of Rs. 3205-5135 in the ratio of 2:1 wef 1-11-1998.
- Note 3: The ratio of 6:3:1 for Drivers Grade II: Grade I: Senior Grade will be revised to 3:2:1 wef 1-11-1998.
- Note 4: The ratio between the UD Clerk and the Head Clerk will be fixed as 3:1 wef 1-11-98 instead of the existing norm of one Head Clerk for an office having 3 to 5 clerks. However, total of the existing strength of LD Clerk, UD Clerk and the Head Clerk should not exceed on this account.
- Note 5: A new higher grade in the scale of pay of Rs. 1500-2710 as Selection Grade will be introduced for Typists wef 1-4-96. The ratio among LD Typist, UD Typist, Senior Grade Typist and Selection Grade Typists will be 2:2:1:1 wef 1-4-1996.
- Note 6: The ratio for grade promotions of Confidential Assistants (Grade II, Grade I, Senior Grade and Selection Grade) will be revised as 3:3:3:1 wef 1-4-1996 and will be further revised to 1:1:1:1 wef 1-11-1998.
- Note 7: A grade promotion in the ratio of 1:1 will be allowed to the Lifeguard cum coach in the scale of pay of Rs. 7310-11460 wef 1-11-1998.
- Note 8: The post of Confidential Assistant to the Technical Member and Confidential Assistant to the Accounts Member will be upgraded as PA to Technical Member and PA to Accounts Member wef 1-11-1998 in the scale of Rs 7310-11460 by promotion from the post of the selection grade Confidential Assistants.
- Note 9: The post of Personal Assistant to the Managing Director will be treated as a promotion post of the selection grade Confidential Assistant wef 1-3-1997 in the scale of Rs 7310-11460.
- Note 10: 20% of the posts of Senior Superintendents will be placed as Senior Superintendent (Higher-Grade) wef 1-11-1998 in the scale of pay of Rs. 7310-11460.
- Note 11: 50% of the posts of Senior Superintendents will be deployed as Revenue Officers and posted in major revenue earning divisions and sub-divisions for improving Revenue collection.
- Note 12: The senior most Internal Auditor and the senior most Deputy Accounts Manager will be allowed the scale of pay of Rs 12810-16485 wef 1-11-1998.
- Note 13: The post of Senior Operator/Head Operator having the same scale of pay will be separated as the Senior operator and the Head Operator with two different scales of pay. The post of the Senior Operator will be the ratio promotion post for all the Operators.

The ratio between the Operator and the Senior Operator will be 5:1. The Senior Operator will be allowed the scale of pay equal to the existing scale of pay of Senior Operator/Head Operator. The post of the Head Operator will be the promotion post from the post of the Senior Operators who have the requisite qualifications for the post of Mechanical Superintendent. The ratio between the Senior Operator and the Head Operator will also be 5:1. The Head Operator will be allowed the scale of pay equal to the existing scale of pay of the Mechanical Superintendent (Existing scale Rs 1760-3050 and the revised scale Rs 5635-9135). However, total of the existing strength of Operators/Senior Operators/Head Operators should not exceed on this account. These modifications will take effect from 1-3-1997.

- Note 14: 20% of the Fitters will be placed as Head fitters wef 1-11-1998.
- Note 15: The ratio for promotion of Electrician/Auto Electrician as Electrical Overseer Grade II will be 2:1, wef 1-11-1998. The total of the existing strength of the Electrician and the Electrical Overseer Grade II should not exceed on this account.
- Note 16: The scales of pay of Mechanic II, Motor Mechanic II, Mechanic I and Motor Mechanic will be fixed as Rs 1090-1695 after withdrawing the existing ratio grades wef 1-3-1992 with monetary benefit from that date.
- Note 17: 20% of the post of Mechanic will be placed as Mechanic Superintendent wef 1-11-1998.
- Note 18: The ratio of Surveyor II: Surveyor I: Head Surveyor will be revised to 4:4:1 from the existing ratio of 4.5:4.5:1 wef 1-11-98.
- Note 19: 12 $\frac{1}{2}$ % of the Plumbing Inspectors will be placed as Senior Plumbing Inspectors wef 1-11-98 in the scale of pay Rs.4810-7935.
- Note 20: 12 $\frac{1}{2}$ % of the Meter Inspectors will be placed as Senior Meter Inspectors wef 1-11-98 in the scale of pay Rs.5635-9135.
- Note 21: The Mechanical Superintendent/ Master Driller/ Chief Driller will be allowed the scale of pay of the Assistant Engineer wef 1-3-1997 after withdrawing the existing ratio grades.
- Note 22: The senior scale admissible for one Chief Engineer will be extended to two Chief Engineers wef 1-11-98, according to seniority.
- Note 23: The Accounts Manager on completion of 10 years of service in the post will be granted a personal scale of Rs. 14785-18985.
- Note 24: The Finance Manager & CAO on completion of 10 years of service in the post will be granted a personal scale of Rs. 16985-19985.
- Note 25: The Deputy Accounts Manager on completion of 10 years of service in the post will be granted a personal scale of Rs. 12810-16485.

- Note 26: 50% of the post of Executive Engineers will be placed on the higher grade as at present.
- Note 27: 1/3rd of the post of Assistant Executive Engineers will be placed on the higher grade as at present.
- Note 28: 50% of the post of Fair Copy Superintendent will be placed on the higher grade as at present.
- Note 29: The ratio among Sanitary Chemist/Chemist, Senior Sanitary Chemist and Senior Sanitary Chemist Higher Grade will continue as 2:1:1.
- Note 30: 1/3rd of the total number of the posts of Work Superintendent will be placed as 1st grade as at present.
- Note 31: The present ratio of 1:1 between Draftsman Grade II and Grade I will continue.
- Note 32: Entitlement of scales of upgraded categories will be subject to specific appointments to that effect by the competent authority. Till then, only revised scales corresponding to the existing scales will be given.

262

THE EXISTING AND THE CORRESPONDING NEW DESIGNATIONS

Existing designations	New designations
1. Peon, 2. Telephone Attender.	1. Office Attendant
3. Watcher	2. Watchman
4. Worker, 5. Lascar, 6. Watchman cum valve operator, 7. Unskilled worker, 8. Shift Mazdoor, 9. Shift assistant, 10. Shift assistant cum cleaner, 11. Cleaner, 12. Lorry Cleaner, 13. Boatman.	3. Field Attendant
14. LD Clerk, 15. LD Store keeper, 16. LD Cashier	4. Junior Assistant
17. LD Typist	5. Junior Typist
18. Telephone Operator	6. Telephone Operator cum Receptionist
19. Operator, 20. Pump Operator, 21. Shift Operator, 22. Mechanical Operator, 23. PD Operator, 24. Borewell Operator, 25. Assistant Shift Operator.	7. Operator
26. UD Clerk, 27. UD Storekeeper, 28. UD Cashier	8. Senior Assistant
29. UD Typist	9. Senior Typist
30. Mechanic Grade I/ Motor Mechanic Grade I, 31. Mechanic Grade II/ Motor Mechanic Grade II.	10. Mechanic
32. Mechanic Superintendent	11. Senior Mechanic

33.Overseer Grade I, 34.Draftsman Grade I, 35.Electrical Overseer Grade I, 36.Water works Inspector Grade I	12.Sub Engineer
37.Head Clerk	13.Selection Grade Assistant
38.Senior Grade Typist	14.Senior Typist (Higher Grade)
39.Life guard cum coach	15.Assistant Manger cum Coach
40.Law Officer Grade II	16.Assistant Law Officer
41.Legal Officer	17.Deputy Law Officer
42.Accounts Officer Grade II	18.Accounts Officer
43.Administrative Assistant	19.Assistant administrative Officer
44.Administrative Officer Grade II	20.Administrative Officer
45.Accounts Officer Grade I, 46.Finance Officer Grade II	21.Senior Accounts Officer
47.Technical Assistanit	22.Assistant Executive Engineer
48.Technical Assistant (Higher Grade)	23.Assistant Executive Engineer (Higher Grade)
49.PA to Superintending Engineer	24.Executive Engineer

RULES FOR FIXATION OF PAY IN THE REVISED SCALES

1. The revised scales of pay shall come into force with effect from 01-03-1997.
2. The existing scale of pay for the purpose of these rules will be the scale of pay immediately prior to 01-03-1997.
3. The existing emoluments for these rules shall be the total of –
 - (a) Basic Pay in the existing scale as on the date of change over to the revised scale including the increments, if any, accruing on such date in the existing scale. The stagnation increments shall also be reckoned for this purpose.
 - (b) Personal pay, if any, not specifically ordered to be absorbed in future increase of pay.
 - (c) Special Pay drawn in lieu of higher time scale of pay, provided there is no special pay attached to the revised scale.
 - (d) Two instalments of Interim Relief sanctioned as per G.O.(P) No.922/95 (62)/ Fin. dated 30-11-1995 and G.O.(P) No.230(124)/97/Fin. dated 14-02-1997.
 - (e) Dearness Allowance admissible on such pay (vide sub rule (a) (b) & (c) above at 1510 points of all India Consumer Price Index (1960 = 100), i.e., at the rate admissible as on 01-01-1996 vide Appendix A.

Note:- Special Pay, in addition to pay, drawn in the existing scale, except in the case of Drivers entered in service prior to 1-3-1997, shall not be reckoned for fixation of pay in the revised Scale. In the case of Drivers entered in service prior to 1-3-1997, their special pay will also be added to the basic pay, in the existing scale, for fixation of pay in the revised scale.

4. To the existing emoluments computed as above shall be added an amount equal to 10% of the basic pay towards fitment benefit and another amount equivalent to 1% of basic pay, for each completed year of service subject to a maximum of 22 completed years, towards weightage. If the total amount computed as above falls short of Rs.250, the fixation should be so made as to ensure that the employee gets a minimum benefit of Rs.250 in basic pay.
- Note:- Service for the purpose of this rule means service including broken periods of service qualifying for normal increments in the Scales of Pay. Time spent on leave not counting for normal increment will not be reckoned. However, the period of *Dies Non* and the period of increment bar without cumulative effect shall also be reckoned as qualifying service.

265

5. The pay shall be fixed in the revised scale at the stage next above the amount computed under Rule (4) above, even if the same is a stage in the revised Scale. If the minimum of revised scale of pay is more than the amount arrived at under Rule (4) above, pay in the revised scale shall be fixed at the minimum of the revised scale. If the amount arrived at under Rule (4) above is more than the maximum of the revised scale, the pay shall be fixed at the maximum of the revised scale and the difference shall be treated as personal pay and it will not be absorbed in future increases in pay on account of granting increments (including stagnation increments). This personal pay will count for all purposes, viz., fixation of pay, calculation of leave salary, drawal of allowances and pension.
6. In cases where a senior employee promoted to a higher post before 01-03-1997 draws less pay in the revised scale than his junior promoted to the higher post after 01-03-1997, the pay of the senior employee shall be stepped up to the level of the pay of the junior with effect from date on which the junior draws more pay, provided that:-
- (a) the senior and the junior employees should belong to the same category and should have been promoted to the same category of post;
 - (b) the pre-revised and revised scales of pay of the lower and higher posts in which they are entitled to draw salary, should be identical;
 - (c) the senior employee at the time of promotion have been drawing equal or more pay than the junior;
 - (d) the anomaly should have arisen directly as a result of the introduction of the revised scale of pay.
- Note:- (i) If in the lower post, the junior employee was drawing more pay in the Pre-revised scale than the senior by virtue of any advance increment granted to him, the senior to such junior have no claim over the pay of the junior.
- (ii) In case where the pay of an employee is stepped up in terms of clause 6 above, the next increment shall be granted after completing the required qualifying service for the next increment.
- (iii) The term higher post mentioned in this clause will not include time bound higher grades.

7. All appointments and promotions made on or after 01-03-1997 shall be deemed to have made in the revised scale of pay. However, if an employee wishes to opt the revised scale of pay of his promoted post, ie., the next immediate promotion post assumed on or after 01-03-1997, he will be permitted to opt the revised scale of the promotion post with effect from

266
 the date of promotion and his pay in the revised scale fixed on the basis of the pay he drew in the pre-revised scale of the promoted post on that date. This benefit will be restricted to the employees who were promoted between 01-03-1997 and to the date of issue of this order. Employees who were promoted on or after 01-03-1997 cannot be allowed to exercise option of the feeder post beyond the date of such promotion.

8. Provisional employees recruited through the employment exchanges who were in service on 28-02-1997 and continued thereafter shall be eligible for the minimum of the revised scale of pay only.

9. Date of next Increment:

(a) The next increment of an employee whose pay has been fixed in the revised scale of pay shall accrue on the date he would have drawn his increment had he continued in the existing scale. This benefit will be extended to those who exercised option to the promotion post also, who got or would have got the benefit of an increment on refixation of pay in the pre-revised scale.

(b) If an employee draws his next increment in the revised Scale under Rule 9 (a) above and thereby becomes eligible for higher pay than his senior whose next increment falls due at a later date, then the pay of such senior shall be refixed equal to the pay of the junior from the date on which the junior becomes entitled to higher pay. The appointing authority will be the competent authority for this purpose.

Note:- In case where the pay of an employee is stepped up in terms of Rule 9(b) above, the next increment shall be granted after completing the requisite qualifying service for the next increment.

10. An employee whose increment is withheld for want of declaration of probation on 01-03-1997 or on the date of change over to the new Scale, will also be allowed the benefit of fixation of pay notionally counting the increment accrued but withheld, in relaxation of Rule 37 D (b), Part I Kerala Service Rules, subject to the condition that the next increment after such fixation will be allowed only after he is declared to have satisfactorily completed his probation and the period of approved service required to earn an increment from the date of such fixation.

11. In the case of an employee whose pay has been reduced as a result of postponing future increments, fixation of pay in the revised scale will be allowed on the basis of the option exercised by him but he has to remain in that pay till the expiry of the period of reduction. The pay will however be

eventhough the period of suspension has not been regularised. Monetary benefit will be admissible from the date of reinstatement only.

(Note: a. Subsistence allowance will not be admissible in the revised scale
b. If the period of suspension is regularised as leave, leave salary will be admissible in the revised scale).

iv. An employee, who is on the date of this order, out of India on leave or on deputation or on foreign service, the said option shall be exercised in writing within six months of the date of his taking charge of the post.

19. Persons whose services were terminated on or after 1-3-1997 and who could not exercise the option within the prescribed time limit on account of death, termination of service due to the expiry of the sanctioned posts, resignation, dismissal or removal on disciplinary ground are entitled to the benefits of the aforesaid Rules.

20. A few illustrations of fixation of pay under these rules are given in Appendix C.

- fixed on the date of expiry of the period of reduction. The next increment in such cases will be allowed only after completion of one year from the date of such re-fixation.
12. An employee can exercise option to come over to the revised scale of pay with effect from 01-03-1997 or with effect from any subsequent date he opts.
 13. The option in writing is to be exercised within a period of six months from the date of this Order.
 14. The option is to be filed with the officer competent to fix his/her pay in the form appended (Appendix B).
 15. The option once exercised shall be final. In the case of subsequent reversion (after the exercise of option as per these rules), the employee will be allowed to exercise option in respect of the lower post also, provided such option is exercised within a period of three months from the date of orders of reversion. Re-option will not be allowed for past pay revisions except in the cases involving Court Orders and retrospective promotion.
 16. An employee is allowed to exercise option only in respect of existing scale. If no option is exercised within six months of the date of this Order, the date of effect of pay revision orders, i.e. 01-03-1997 shall be treated as the date of option and the officer competent to fix his/her pay is to proceed accordingly. No subsequent option shall be entertained.
 17. If an employee dies before the expiry of the time fixed for option and without exercising option, the officer competent to fix his/her pay in the revised scale of pay shall fix his/her pay with effect from the date which is more advantageous to the survivors of the deceased.
 18. i. An employee on suspension on 1-3-1997 and continuing under suspension as on the date of this order, will be allowed to exercise option within six months of the date of return to duty.
ii. An employee on suspension wef a date after 1-3-1997 will be allowed to exercise option within six months from the date of this order. They will be allowed subsistence allowance based on the revised pay from the date of option, if option is wef the date before suspension.
iii. An employee who was on suspension on 1-3-1997 and reinstated before the date of this order is eligible to exercise option wef 1-3-1997 (notionally)

Appendix A to Annexure IV

Statement of Dearness Allowance at 1510 points of All India Consumer Price Index as on 01-01-1996 sanctioned as per G.O.(P)No.560/96/Fin. dated 06-09-1996.

(See Rule 3 (e) of the Rules for Fixation of Pay in the Revised Scales – vide Annexure IV)

Pay Range	Rate of D.A per month
Basic Pay up to Rs.3500 per month	@ 148% of basic pay
Basic Pay above Rs.3500 and Up to Rs.6000 Per Month	@ 111% of basic pay subject to a Minimum of Rs.5180 per Month
Basic Pay above Rs.6000 per month	@ 96% of basic pay subject to a minimum of Rs.6660 per month.

Appendix B to Annexure IV**FORM OF OPTION**

(See Rules for fixation of pay)

I.....hereby elect to the revised scale of pay of Rs..... with effect from.....

OR

I.....hereby elect to continue in the existing scale of pay of Rs..... of my substantive/officiating post mentioned below till.....199__.

Date: _____

Signature: _____

Name: _____

Designation: _____

Office: _____

[Score off whichever is not applicable]

270

FIXATION OF PAY IN THE REVISED SCALES - ILLUSTRATIONS

Illustration 1	Rs
Existing Basic pay as on 1-3-1997	1230
Existing Scale of pay	1125-1760
Revised Scale of pay	3685-5510
Years of service	5

Calculation for fixation of pay as on 1-3-97 in the revised scale of pay :

Existing Basic pay as on 1-3-97	1230
DA as on 1-1-96 @ 148%	1820
Interim Relief - Ist Instalment	100
Interim Relief - 2nd Instalment (10% of basic pay subject to minimum of Rs 100)	123
Existing emoluments for fixation of pay	3273
Add 10% of basic pay for fitment benefit	123
Add 1% of basic pay for weightage per year -maxim 22% (subject to a minimum of Rs 250)	62
Sub-Total	185
Total	3523
Stage next above in the revised scale	3685

Illustration 2	Rs
Existing Basic pay as on 1-3-1997	2440
Existing Scale of pay	1455-2440
Revised Scale of pay	4710-7710
Years of service	20

Calculation for fixation of pay as on 1-3-97 in the revised scale of pay :

Existing Basic pay as on 1-3-97	2440
DA as on 1-1-96 @ 148%	3617
Interim Relief - Ist Instalment	100
Interim Relief - 2nd Instalment (10% of basic pay subject to minimum of Rs 100)	244
Existing emoluments for fixation of pay	6395
Add 10% of basic pay for fitment benefit	244
Add 1% of basic pay for weightage per year -maxim 22% (subject to a minimum of Rs 250)	488
Sub-Total	732
Total	7127
Stage next above in the revised scale	7310

271

Illustration 3

Rs

Existing Basic pay as on 1-3-1997	3310
Existing Scale of pay	2100-3310
Revised Scale of pay	6585-10810
Years of service	30

Calculation for fixation of pay as on 1-3-97 in the revised scale of pay :

Existing Basic pay as on 1-3-97		3310
DA as on 1-1-96 @ 148%		4899
Interim Relief - Ist Instalment		100
Interim Relief - 2nd Instalment (10% of basic pay subject to minimum of Rs 100)		331
Existing emoluments for fixation of pay		8640
Add 10% of basic pay for fitment benefit	331	
Add 1% of basic pay for weightage per year -maxim 22% (subject to a minimum of Rs 250)	728	
	Sub-Total	1059
Total		9699
Stage next above in the revised scale		9935

Illustration 4

Rs

Existing Basic pay as on 1-3-1997	4300
Existing Scale of pay	4000-5350
Revised Scale of pay	12810-16485
Years of service	28

Calculation for fixation of pay as on 1-3-97 in the revised scale of pay :

Existing Basic pay as on 1-3-97		4300
DA as on 1-1-96 @ 111% subject to minimum Rs 5180		5180
Interim Relief - Ist Instalment		100
Interim Relief - 2nd Instalment (10% of basic pay subject to minimum of Rs 100)		430
Existing emoluments for fixation of pay		10010
Add 10% of basic pay for fitment benefit	430	
Add 1% of basic pay for weightage per year -maxim 22% (subject to a minimum of Rs 250)	946	
	Sub-Total	1376
Total		11386
Stage next above in the revised scale		12810

242

Illustration 5

Rs

Existing Basic pay as on 1-3-1997	6300
Existing Scale of pay	5350-6300
Revised Scale of pay	16985-19985
Years of service	30

Calculation for fixation of pay as on 1-3-97 in the revised scale of pay :

Existing Basic pay as on 1-3-97	6300
DA as on 1-1-96 @ 96% subject to minimum Rs 6660	6660
Interim Relief - 1st Instalment	100
Interim Relief - 2nd Instalment (10% of basic pay subject to minimum of Rs 100)	630
Existing emoluments for fixation of pay	13690
Add 10% of basic pay for fitment benefit	630
Add 1% of basic pay for weightage per year -maxim 22% (subject to a minimum of Rs 250)	1386
Sub-Total	2016
Total	15706
Stage next above in the revised scale	16985

RULES RELATING TO TIME BOUND HIGHER GRADE PROMOTIONS

1. The existing time bound higher grade promotion Scheme and the grades to be assigned on revision of pay scales under the Scheme, will be modified as specified in Appendix A to this Annexure wef 1-11-1998.
2. The employees who remain in their entry posts on scales of pay ranging from Rs.2700-3770 to Rs.4710-7710 will be granted three higher grades on completion of the period of qualifying service in their posts as given below.
 - i. The first higher grade on completion of 10 years service in the entry post.
 - ii. The second higher grade on completion of either 8 years of service in the first promoted post or a total service of 18 years in the entry post and the first regular promotion post/time bound higher grade together, whichever is earlier.
 - iii. The third higher grade on completion of 23 years of total service in the entry post and the regular promotion post(s)/ time bound higher grades(s) together.

A fourth time-bound higher grade in the scale of Rs.3440-5385 will also be allowed to Class IV employees on completion of 30 Years.

3. Those on entry posts with pay scales ranging from Rs.4810-7935 to Rs.7710-12110 will be granted two time-bound higher grades. The first higher grade will be given on completion of 10 years of service in the entry post. The second higher grade will be given (i) on completion of either 8 years of service in the first promotion post or (ii) 18 years of total service in the entry post and first promotion post/ higher grade' together whichever is earlier.
4. The second higher grade as mentioned in Appendix A will be available to all those who may get their first promotion even in a shorter span than 10 years by the operation of any of the existing norms for such promotion.
5. For employees recruited directly in the posts carrying the scale of pay of Rs.7935-12810, one higher-grade promotion in the scale of Rs.8385-13935 will be given on completion of 10 years of service. However, a direct recruit

employee will get the benefit of 10 year time bound higher grade promotion, only if his non-direct recruit senior has been promoted. For incumbents of posts on scales of pay above Rs.7935-12810, no time bound higher grade will be allowed unless specifically mentioned in this order.

6. If there is a promotion post in respect of the categories of entry posts coming under pay range from Rs.2700-3770 to Rs.5635-9660 and its scale of pay is higher than the time bound higher grade proposed above, then the qualified incumbent will be given the scale of pay of the promotion post in the direct line of promotion, as time bound higher grade. While assigning higher grade, only qualified employees i.e., those possessing the qualification prescribed for the promotion post, will get the scales of pay of regular promotion posts. Unqualified employees will be allowed the next higher scale of pay above the scale of pay of the post held by them at that time, in the standard scale of pay.
7. If the scale of pay of the promotion post is lower than the time bound higher grade proposed in Appendix A, the time-bound higher grade specified above will be given by reckoning the total service in both the lower post and promotion post together. In such cases, the fixation under Rule 28 A Part I KSR for the 10 year grade will be based on the basic pay of the lower post.
8. In the case of entry posts whose scales of pay are Rs. 6585-10810 and above, time bound higher grade scales will be as specified in Appendix A. Scales of pay of promotion posts will not be given as time bound higher grade in these cases. This is applicable also in the case of employees enjoying the scale of pay of Rs.6585-10810 and above either by regular promotion or by time bound higher grade.
9. In case the scale of pay of the regular promotion post is higher than the time bound higher grade allowed as specified in Appendix A, fixation of pay on promotion to the regular post will be done based on the basic pay notionally arrived at in the lower post. If the pay fixed in the revised scale of time bound higher grade, is a stage in the revised scale of the regular promotion post, the pay on regular promotion will be fixed at that stage and if it is not a stage, the pay will be fixed at the lower stage. The drop in emoluments will be protected as personal pay for the purpose of fixation of pay on promotion to higher post for Pension, Dearness Allowance etc. However, the protection ordered above is allowed only at the time of

245

fixation of pay on promotion and not on subsequent increases of pay in the higher grade.

10. In case the 18/23 year higher grades as per Appendix A are equal to or lower than the first promotion post/second promotion post as the case may be, that grade(s) will be modified and fixed at the next higher scale(s) above that of the promotion post(s) in the list of standard scales of pay.
11. The term 'entry post' shall be defined as the post to which an employee is initially appointed in Government Service by direct recruitment by the competent authority. Appointments by transfer will also be treated as equivalent to direct recruitment for allowing the benefit of higher grade. The time bound higher grade admissible will be determined with reference to the initial entry post only. Those who get regular promotion or appointment to higher posts within the period specified for each time bound higher grade will not be granted further time bound higher grade during that period.
12. Those who relinquished or relinquish regular promotions will not be given time bound higher grades as at present.
13. All other existing general terms and conditions of ratio grade/time bound higher grade promotions will continue subject to the modifications issued by Government from time to time.

Appendix A to Annexure V

TABLE OF TIME BOUND HIGHER GRADE SCALES

S.No	Pay scale of entry posts		1st time bound grade for 10 years of service in the entry post	2nd time bound higher grade for 8 years of service in the first promotion post/ time bound grade for 18 years of service in the entry post and promoted post together	3rd time bound higher grade on completion of 23 years of service with reference to entry post
	Existing	Revised			
1	2	3	4	5	6
1	810-1090	2700-3770	2770-4210	2840-4510	3205-5135
2	835-1320	2770-4210	2840-4510	3205-5135	3440-5385
3	860-1365	2840-4510	3205-5135	3440-5385	3770-5785
4	970-1565	3205-5135	3685-5510	4210-6235	4710-7710
5	1090-1695	3440-5385	4210-6235	4710-7710	4810-7935
6	1125-1760	3685-5510	4210-6235	4710-7710	4810-7935
7	1195-1845	3770-5785	4210-6235	4810-7935	5135-8160
8	1275-2100	4210-6235	4610-7110	5135-8160	5635-9135
9	1410-2355	4610-7110	4810-7935	5385-8385	6585-10810
10	1455-2440	4710-7710	5135-8160	5635-9135	6585-10810
11	1500-2710	4810-7935	5385-8385	6585-10810	Nil
12	1630-2815	5135-8160	5635-9135	6760-11135	Nil
13	1695-2920	5385-8385	6585-10810	7310-11460	Nil
14	1760-3050	5635-9135	6585-10810	7310-11460	Nil
15	Nil	5635-9660	6760-11135	7310-11460	Nil
16	2100-3310	6585-10810	7310-11460	7510-11785	Nil
17	2185-3440	6760-11135	7310-11460	7935-12810	Nil
18	Nil	6935-11460	7510-11785	7935-12810	Nil
19	2270-3570	7310-11460	7935-12810	8385-13935	Nil
20	2440-3700	7510-11785	7935-12810	8385-13935	Nil
21	Nil	7710-12110	7935-12810	8385-13935	Nil
22	2530-4150	7935-12810	8385-13935	Nil	Nil

Note: - The scales of pay of time bound higher grade specified in columns 4,5 and 6 are the standard scales. When promotion posts are available as per the relevent service rules, scales of pay of promotion posts are admissible to qualified hands except to all those on scales of pay of Rs 6585-10810 and above.

244

DEARNESS ALLOWANCE, HOUSE RENT ALLOWANCE AND CITY COMPENSATORY ALLOWANCE

1. Dearness Allowance:

All categories of employees will be eligible for the following rates of DA from the dates mentioned below:

Date from which payable	Rate of DA per Month
1-3-1997	8% of pay
1-7-1997	13% of pay
1-1-1998	16% of pay
1-7-1997	22% of pay

2. House Rent Allowance:

House Rent Allowance will be paid at the revised rates based on pay ranges and classification of cities/ places as shown below wef 1-11-1998:-

Pay Range	Amount of HRA payable (Rs)			
	'B2' Class cities	Municipalities coming under 'C' Class cities	District Head quarters, Municipal Towns, Taluk Headquarters, Townships other than 'B2' and 'C' Class cities	Unclassified places
Below Rs 2780	160	120	120	100
2780 to 4429	260	180	180	100
4430 to 8299	460	300	260	100
8300 to 10319	600	400	300	100
10320 to 11899	800	540	300	100
11900 & above	1000	660	300	100

Note 1: The rate of HRA payable is subject to the classification of cities/places from time to time by the Government of India and appropriate orders thereon by the State Government.

Note 2: Employees working in offices situated within 5 KMs from B2 cities and 1 KM from C class cities will be paid HRA at the rates admissible in the respective categories subject to observation of the following procedure as at present.

i. For this purpose, the distance shall be computed with reference to the nearest route between the cities/Municipalities and the place where the office is situated.

ii. The Executive Engineer (Buildings) - PWD, whose jurisdiction the office is situated shall be required to issue a certificate to the drawing and disbursing officer indicating therein the distance between the place of the office and the last point of City/Municipal unit as computed in sub-para (i) above and the Executive Engineer will issue such certificate in respect of the offices coming within their jurisdiction.

3. **City Compensatory Allowance:**

City Compensatory Allowance for employees working in offices located within the city limits of Thiruvananthapuram, Kochi and Kozhikkode will be paid at the following rates wef 1-11-1998:

Pay Range	Rate per Month (Rs)
Below Rs 3050	30
Rs 3050 to Rs 4499	40
Rs 4500 to Rs 5799	65
Rs 5800 & above	120

249

STATEMENT OF SPECIAL PAY AND OTHER ALLOWANCES

Sl No.	Name of post to which payable	Existing Rate (Rs per month)	Revised Rate (Rs per month)	Remarks
A	Special Allowances:			
	Managing Director	450 (SP - Special Pay)	Nil	The Special pay will be discontinued as a higher scale of pay is sanctioned and will be reckoned for fixation of pay in the revised scale.
	Technical Member	300 (SP)	Nil	- do -
	Accounts Member	300(SP)	Nil	- do -
	Senior Administrative Officer	130(SP)	145	Will be paid as special allowance
	Finance Officer (Grade II) Accounts Officer (Gr I) Administrative Officer (Gr II)	100(SP)	110	- do -
	Technical Assistant to Managing Director (AE/AEE)	125(SP)	135	- do -
	Confidential Assistants attached to Chairman, Accounts Member, Technical Member, Chief Engineer and FM&CAO	60(SP)	70	- do -
	P. A to Managing Director	95(SP)	110	- do -
	Junior Superintendent (handling cash)	70(SP)	80	- do -
	Junior Superintendent (Vigilance Wing, Head Office)	40(SP)	50	- do - (This allowance will be extended to the JS in the Vigilance sections of the Head Office and the offices of the Regional Chief Engineers)
	Typist (Vigilance sections in Head Office)	30(SP)	40	Will be paid as special allowance
	LD/ UD Clerk (handling cash)	70(SP)	80	- do -
	Peon attached to M.D.	30(SP)	40	- do -
	Driver	100(SP)	110	- do -
	Peon (Attending Treasury duty)	30(SP)	40	- do -

	Law Officer appointed from the cadre of JS/DS/US from the Law Department of the Government	200(SP)	200	- do -
B	IPD Allowance to Staff of Investigation, Planning & Design Wing:			
	Chief Engineer	400(SP)	480	Will be paid as special allowance
	Superintending Engineer/ Deputy Chief Engineer	300(SP)	360	- do -
	Executive Engineer	300(SP)	360	- do -
	Assistant Executive Engineer/Assistant Engineer	250(SP)	300	- do -
	All other Technical Staff (Draftsman, Surveyor, Tracer etc).	150(SP)	180	- do -
	Other categories of Ministerial staff:			
	1. Last Grade Employees (Class IV)	30(SP)	40	- do -
	2. All others (Class IV and above)	50(SP)	60	- do -
C	Compensatory Allowances:			
	Typist (For operating Telex)	120	130	
	Fair Copy Superintendent (For supervision of distribution of stationery, tappal and despatch etc)	50	55	
D	Washing Allowance:			
	Operator	15	25	
	Driver	15	25	
	Shift Assistant	15	25	
	Mechanic	15	25	
	Plumbing Inspector	15	25	
	Plumber	15	25	
	Head Fitter	15	25	
	Fitter	15	25	
	Mason	15	25	
	Worker	15	25	
	Turn Cock	15	25	
	Garden Superintendent	15	25	
	Gardener	15	25	

	Blue Printer	15	25	
	Lascar	15	25	
	Electrician	15	25	
	Cleaner	15	25	
	Watcher	15	25	
	Shift Mazdoor	15	25	
	Boat Driver	15	25	
	Skilled Worker	15	25	
	Charge man	15	25	
	Chlorine Mechanic	15	25	
	Blacksmith	15	25	
	Motor Mechanic	15	25	
	Lineman	15	25	
	Sweeper	15	25	
	Telephone Attender	15	25	
	Sewer Cleaner	15	25	
	Pump Driver	15	25	
	Peon	15	25	
E	Other Allowances			
	Pump Operator	20	25	Cycle Allowance
	Meter Reader	20	25	Cycle Allowance
	Garden Superintendent	15	20	Cutting Allowance
	Gardener	10	15	Cutting Allowance
	LD Clerk / UD Clerk or other officials engaged in Revenue Collection counters:			
	(a) In collection counters where collection is above Rs.1,00,000 per month	120	130	
	(b) In collection counters where collection is below Rs.1,00,000 per month	60	65	
	LD Clerk/ UD Clerk in the Accounts branch of Head office	30	35	
	Divisional Accountant in the Accounts branch of Head office doing compilation of Accounts	40	45	
	Conveyance Allowance to Physically handicapped persons	100	200	Will be paid to all physically handicapped persons whose partial disability is not less than 40% irrespective of whether full time or part time

	Peon attending to stencil or photocopying work limited to number of such machines	20	25	
	LD Clerk posted in Swimming pool for handling cash	40	45	
F	Risk / Compensatory allowance:			
	Assistant Engineer (Water/Sewage treatment plants)	60	65	
	Mechanical Superintendent	60	65	
	Head Operator	50	55	
	Operators	50	55	
	Mechanic (Chlorine)	50	55	
	Plumbing Inspector	50	55	
	Plumber	50	55	
	Fitter	50	55	
	Work superintendent	50	55	
	Cleaner	50	55	
	Mason	50	55	
	Sewer Cleaner/ Cleaner/Worker engaged for sewer cleaning	80	250	
	Lascar	50	55	
	Blacksmith	20/40	45	
	Sweeper	20/40	45	
	Pipe Layer	40	45	
	Electrician	20/40	45	
	Chemist /Senior Chemist	30	35	
G	Permanent Conveyance Allowance:			
	Assistant Engineer	75	90	Will be paid to those attending maintenance work relating to water supply/ sewerage system
	Mechanical Superintendent	75	90	- do -
	Chief Mechanical Foreman	75	90	- do -
	Meter Reader	60	75	
	Meter Inspector	40	75	

283

	Drainage Inspector I & II	40	75	
	Mechanic	40	50	Will be paid to those attending maintenance work relating to water supply/ sewerage system
	Unskilled worker	40	50	- do -
	Fitter	40	50	- do -
	Head Operator	40	50	- do -
	Mason	40	50	- do -
	Plumber	40	50	- do -
	Turn Cock	40	50	- do -
H	Uniforms/ Stitching charges:			
	Blue printer	3 Aprons	3 Aprons	
	Operating Staff	3 sets of uniform	3 sets of uniform	
	Peons (Stencil Operator)	3 Aprons	3 Aprons	
	Drivers	3 sets of Uniform	3 sets of uniform	
	Peons	-do-	3 sets of uniform	
	<u>Stitching Charges</u>	Existing rate per unit / set	Revised rate per unit/ set	
	Item			
	1. Blouse	12	16	
	2. Apron	20	30	
	3. Coat and Trousers	85	130	
	4. Bush shirt/ shirt and Trousers	65	120	
	5. Shirt and Shorts	42	80	
	6. Overcoat	40	75	
I	Ad-hoc allowance/ Personal allowance:			
	1. All those in the scale of pay ranging up to Rs.2440-3700 (existing).	50		
	2. All those in the scale of pay ranging from Rs.2530-4150 to Rs.4300-5540 (existing).	75	@ Rs 150 to all employees	Note: This allowance will not be given to employees appointed on or after 1-10-1994.
	3. All Others	100		

J	Higher Qualification Allowance: Assistant Engineer/ Assistant Executive Engineer/ Executive Engineer/ Superintending Engineer/ Deputy Chief Engineer/ Chief Engineer (including equated categories)	200	200	
K	Night Shift Allowance: Overtime Allowance/extra wages to NMR staff	Rs.2.40 per day per head	@Rs 10 per day to all those who attend night shift duty	

285

TRAVELLING ALLOWANCE

1. **Classification of officers:** For the purpose of Travelling Allowance, the officers will be classified into the following four grades:-

- Grade I: Officers who draw actual pay of Rs 9000 and above,
Grade II(a): Officers with actual pay of Rs 7500 and above but below Rs 9000
Grade II(b): Officers with actual pay of Rs 4500 and above but below Rs 7500
Grade III: Officers with actual pay of Rs 2800 and above but below Rs 4500
Grade IV: Officers with actual pay below Rs 2800.

Note: Actual pay includes substantive/ officiating pay, personal pay and any other item specifically classified as pay in note 3 of Rule (i) Part I of Kerala Service Rules.

2. **Mileage Allowance:** Mileage allowance will be paid at the following rates for the official journeys undertaken by the employees of the Authority.

Grade	Existing (Rs per KM)	Revised (Rs per KM)
Grade I	0.36	0.40
Grade II(a)	0.28	0.30
Grade II(b)	0.28	0.30
Grade III	0.24	0.25
Grade IV	0.24	0.25

3. **Incidental allowance (Road/ Rail):** Incidental allowance will be paid at the following rates for the official journeys undertaken by the employees of the Authority.

Grade	Existing (Rs per KM)	Revised (Rs per KM)
Grade I	0.12	0.15
Grade II(a)	0.10	0.15
Grade II(b)	0.10	0.15
Grade III	0.06	0.10
Grade IV	0.06	0.10

4. **Daily Allowance:** The Daily allowance will be paid at the following rates for the official journeys undertaken by the employees of the Authority.

Grade	Existing (Rs per day)		Revised (Rs per day)	
	Inside State	Outside State	Inside State	Outside State
Grade I	60.00	100.00	110.00	175.00
Grade II(a)	50.00	80.00	80.00	125.00
Grade II(b)	40.00	60.00	70.00	110.00
Grade III	30.00	55.00	60.00	90.00
Grade IV	20.00	40.00	60.00	90.00

5. **Incidental rate for Air journey:** The Incidental rate for air journey will be paid at the following rates for the official journeys undertaken by the employees of the Authority.

Grade	Existing (Rs per journey)	Revised (Rs per journey)
Grade I	75.00	110.00
Grade II(a)	60.00	80.00
Grade II(b)	45.00	70.00
Grade III	Nil	60.00
Grade IV	Nil	60.00

6. **Eligibility for Air Travel:** The eligibility for Air travel will be restricted to those having scale of pay of Rs 8385-13935 and above and travel by AC - I class shall be allowed only by special permission of the Managing Director.

7. **Official journey by Scooter / Motor Cycle:** All officers in the Authority will be allowed a Scooter / Motor Cycle allowance at Rs 1.25 per KM for all official journeys of urgent nature within 15 KM. This allowance will not be allowed for journeys for regular duties. The claim should be supported by a certificate of the controlling officer that the journeys were of urgent nature, which do not come under regular duties.

8. **Packing Allowance (Loading and Unloading Charges):** Consolidated Packing allowance will be given to the employees of the Authority, for journeys on transfer in lieu of loading and unloading charges at the following rates.

Grade	Existing (Rs)	Revised (Rs)
Grade I	400.00	500.00
Grade II	300.00	375.00
Grade III	250.00	300.00
Grade IV	125.00	200.00

9. **Reimbursement of room rent:** The room rent paid by the employees of the Authority during official journeys outside the State will be reimbursed at the following rates..

Grade	Existing (Rs per day)		Revised (Rs per day)	
	Delhi, Mumbai Calcutta, Chennai	Other Cities/ Towns Outside the State	Delhi, Mumbai Calcutta, Chennai	Other Cities/ Towns Outside the State
Grade I	350.00	200.00	550.00	350.00
Grade II(a)	300.00	150.00	500.00	300.00
Grade II(b)	250.00	120.00	375.00	275.00
Grade III	220.00	90.00	350.00	250.00
Grade IV	150.00	70.00	250.00	150.00

Note: Officers of and above the rank of Chief Engineer will be permitted to stay at three star hotels and the rent fully reimbursed in lieu of the specified rate.

10. **Ceiling on travelling allowance:** The Authority will fix a ceiling on TA to be reviewed once in three years. Journeys outside the jurisdiction of officers should be undertaken only with the written approval of the competent authority. Such written approval should be produced along with the TA bills.

11. **Permanent Conveyance Allowance:** A Permanent Conveyance will be paid to officers involved in the maintenance of water supply and sewerage schemes to undertake journeys within 8 km to perform their routine duties at the following rates.

Designation	Existing rate (Rs pm)	Revised Rate (Rs pm)	Remarks
Assistant Engineer Mechanical Superintendent	75.00	90.00	To those attending maintenance work relating to water supply/ sewerage system.
Drainage Inspector Grade I & II Meter Inspector	40.00	75.00	
Meter Reader	60.00	75.00	
Head Operator Mechanic Fitter Plumber Turncock Mason Unskilled worker	40.00	50.00	To those attending maintenance work relating to water supply/ sewerage system.

289

Annexure IX

EX-GRATIA PAYMENT

The Government have introduced a system for payment of Ex-gratia to Government employees for injuries/death in violent incidents while on duty at the rates given below. This scheme will be extended to the employees of the Authority wef 1-11-1998.

Nature of injury	Rate
1. Death in violent incidents, while on duty	Rs 1,50,000
2. Death while on duty	Rs 50,000
3. Permanent disablement disqualifying one to continue in service	(i) Rs 35,000 (if not eligible for pension) (ii) Rs 20,000 (if eligible for pension)
4(a) Emasculation (b) Permanent privation of the sight of either eye or hearing of either ear (c) Privation of any member or joint (d) Destruction of permanent impairing of the powers of any member or joint. (e) Permanent disfiguration of head or face	Rs 15,000
5(a) Fracture or dislocation of a bone or bones, a tooth or teeth (b) Any hurt which endangers life or which causes the person bodily pain or make him unable to follow his ordinary pursuits for ten days	Rs 1,000
6. Minor injuries due to stone throwing etc requiring hospitalisation	Rs 500

290
LOANS AND ADVANCES

The employees of the Authority will be allowed House Building Advance and Vehicle Purchase Advance at the rates given below wef 1-11-1998.

Nature of Advance	Rate
1. House Building Advance	Rs 3,75,000 or 50 times of basic pay whichever is less.
2. Motor Car Advance	Those who draw a basic pay of and above Rs 7500 pm are eligible for an advance of Rs 1,80,000 or 20 times of basic pay whichever is less.
3. Motor Cycle Advance	Those who draw a basic pay of and above Rs 4000 pm are eligible for an advance of Rs 30,000.
4. Scooter Advance	Those who draw a basic pay of and above Rs 4000 pm are eligible for an advance of Rs. 20,000.
4. Cycle Advance	Those who draw a basic pay below Rs 4000 pm are eligible for cycle advance of Rs 1500.

292

PENSION AND OTHER BENEFITS TO THE PENSIONERS OF THE AUTHORITY

1. The revisions and the rates allowed in GO. (P) No.3001/98 Fin dated 25-11-98 will be extended to the pensioners of the Authority with the following modifications wef 1-3-1997.
 - i. Fitment benefits to those who retired during 1-4-84 to 30-6-88 will be 35% of the basic pension and the fitment benefit to those who retired during 1-7-88 to 28-2-97 will be 20% of the basic pension.
 - ii. A Medical allowance at the rate of Rs 50 per month will be allowed to all pensioners in the Authority from the date of their retirement. This benefit will be given wef 1-11-1998.
2. All amendments issued by the Government from time to time in the matters relating to pension benefits including Dearness Allowance will be extended to the Authority pensioners also.
3. Qualifying service for Pension: In addition to the existing allowable qualifying service, the following service will also be reckoned as qualifying service for pension in the case of those who retired after 28-2-1997.
 - i. A period of 8 months as CLR service will be counted along with NMR service for determining 10 years of qualifying service for granting minimum pension.
 - ii. The period of service with ESI benefit will also be counted with NMR service for granting pension.
4. The revised rates of pension, family pension, DCRG and other pensionary benefits will be as follows:
 - i. Rate of Pension: The existing system of computation of pension at 50% of ten months average emoluments in all cases subject to the satisfaction of the conditions for earning full pension or part thereof, will continue. The minimum basic pension will be enhanced from Rs.375/- pm to Rs.1275/- pm wef 1-3-1997. The maximum amount of pension will be 50% of the maximum pay of the highest Scale in the Authority.

	Existing (Rs/pm)	Revised (Rs/pm)
Minimum	100	375
Maximum	150	575
Invalid pension	100	375

10. **Gratuity:** Gratuity will be paid @ $\frac{1}{2}$ months basic pay last drawn for every completed year of service, subject to a maximum of 16 $\frac{1}{2}$ times of basic pay, as at present. Dearness Allowance on the date of retirement will also be reckoned. Those who retired from 01-03-1997 will also be paid pension/gratuity at the enhanced rates from the date of their retirement subject to the general principles in the Government Order dated 03-09-1991.

11. **Authorisation of revised pensionary claim:**

- i. The revised pensionary claims on account of fixation of pay in the revised scales of pay sanctioned from 01-03-1997 will be authorised on the basis of the advance sanction/sanction already communicated to the FM&CAO by the pension sanctioning authorities while settling the original claims of the employees without insisting of fresh sanction. Pension sanctioning authorities will forward all cases of pension requiring revision on the basis of fixation of pay in the revised scales of pay with Service Book, pay fixation statement and a calculation statement showing the revised pensionary benefits to the FM&CAO. In the case of officers drawing salary on the basis of pay slips, the FM&CAO will revise the pensionary benefits based on their pay fixed in the revised scale in terms of this order.
- ii. In respect of retirements/deaths prior to 01-03-1997 for revision of pension/family pension, application in Appendix II should be given by the pensioner to the Disbursing Officer concerned.
- iii. Excess if any on account of revision of pensionary benefits shall be recovered from the balance of DCRG, arrears of pension, arrears of dearness relief and future relief on pension.
- iv. As per G.O.(P)NO.405/92/Fin. Date 21-05-1992, Dearness Relief on pension has been granted *pro-rata* pensioners on their final quittance from the absorbed service. Therefore consolidation of pension as contemplated in para 5(b) is applicable to them also, but it should not be raised to minimum, if the amount so arrived at is less than Rs.1275/-.

Appendix A to Annexure XII

Form of application for revision of pension/family pension or both in respect of Retirement/death prior to 01-03-1997

To

The
(Disbursing Officer)

Sir,

Kindly revise my pension/family pension/the pension of late Shri/Smt(in the case of deceased pensioner) with effect from 1-3-1997. The details in respect of my/his/her PPO are given below.

(Strike out inapplicable clauses)

1. Name of Pensioner/Family Pensioner
(in the case of Family Pensioner, the name of the Authority employee also to be given).
2. Designation.
3. Office from which retired.
4. Date of retirement/death while in service.
5. Date of death in the case of death after retirement.
6. PPO NO.
7. Name of Pension Disbursing officer.
8. Date of commencement of Pension/Family Pension.
9. Present address of the Pensioner/Family Pensioner

Place:

Signature of Pensioner/Family Pensioner

Date:

Nominee/Legal heirs.

Appendix B to Annexure XII

298

Statement of fixation of Pension/family Pension or both in respect of retirement/death prior to 01-03-1997.

1. Name of Pensioner/Family Pensioner with present Address
2. Date of retirement/death While in service.
3. Date of death, in the case of Death after retirement
4. Designation
5. Office from which retired
6. PPO No.
7. Amount of pension/family pension As on 01-03-1997

Pension	Family pension	
	Higher rate up to	Normal rate thereafter

8. Fitment benefit in pension
7. Amount of DR admissible at 1510 AICPI
8. Amount of Interim Relief - I.
9. Amount of Interim Relief - II.
10. Revised Pension/Family pension With effect from 01-03-1997 (Total of 7 to 11)

Signature and designation of
the Disbursing Officer with Office Seal.

NB: In the case of family pension, the name of the Authority Employee on whose behalf family pension is granted may also be given.

Fixation of Pension and Family pension wef 1-3-1997 – Illustrations

A. Fixation of Pension:

Illustration 1:

Date of retirement	28-02-1986
Basic Pension as on 01-03-1997	Rs. 1800
Dearness Relief as on 01-01-1996	Rs. 2590
Interim Relief - I	Rs. 50
Interim Relief - II	Rs. 180
Fitment (35%)	Rs. 630
Revised Pension	Rs. 5250

Illustration 2:

Date of retirement	30-04-1992
Basic pension as on 01-03-1997	Rs. 1115
Dearness Relief as on 01-01-1996	Rs. 1650
Interim Relief - I	Rs. 50
Interim Relief - II	Rs. 112
Fitment (20%)	Rs. 223
Revised Pension	Rs. 3150

B. Fixation of Family Pension:

Illustration 1:

Date of death after retirement	5-5-1985
Basic pension as on 1-3-1997	Rs. 375.00
Dearness Relief as on 1-1-1996	Rs. 555.00
Interim Relief - I	Rs. 50.00
Interim Relief - II	Rs. 50.00
Fitment (35%)	Rs. 131.25
Revised Family Pension	Rs. 1161.25
Enhanced to Minimum	Rs. 1275.00

300



107

301

SECRET

GOVERNMENT OF KERALA

PROCEEDINGS OF THE COUNCIL OF MINISTERS

Dated 24-11-1999

97

File No.: 6292/ഡബ്ളിഡു എസ് സി2/99/ജല.വ

Item No. 3748

Subject:

ജലസേചന വകുപ്പ്-കേരള വാടർ അതോറിസി ജീവനക്കാരുടെ ശമ്പള പരിഷ്കരണം സംബന്ധിച്ച് ഇറക്കിവി 19-8-99-ലെ സ.ഉ(പി)54/99/ഇറി.വ നം. ഉത്തരവ് സാധൂകരിക്കുന്നത് സംബന്ധിച്ച്-

Decision:

സാധൂകരിച്ചു

(പേര്)

ഇ.കെ.നാഷനാർ
മുഖ്യമന്ത്രി

(ശരിപകർപ്പ്)

എം. മോഹൻകുമാർ
ചീഫ് സെക്രട്ടറി

സെക്രട്ടറി, ജലസേചന വകുപ്പ്.

Handwritten signature/initials

Handwritten notes: 29/11/99, 24.5

www.keralapscs.blogspot.in

1970

2002

ANNALS TO THE MEMBERS

MEMBERS OF THE BOARD OF DIRECTORS

109

NO. 6242/C2/99/12

303

to (Wsc) d

98

Please see the endem

at P107 of this file may
closed on Co (P) 54/99/12.D
dt 19/8/99. Submitted for ord

[Signature]

30-11-99

[Signature]
30/11/99

[Signature]

[Signature]

2/12/99

4-5

Spoken by - Content
3/12/99
W.A. (SC) informally
3/12/99

[Signature]
W.A. (SC) delva

contacted for C.O.
no need for closed
3/12/99

99. Approved. After closing
the file, please start
s file for constituting
the anomaly committee

[Signature]
3/12/99

[Signature]

[Co (P) 54/99/12.D dt 19/8/99]

www.keralapscips.blogspot.in

352 +
304
~~656~~

304

1 - 10
11/21/5
2.10

X

11/11

11/11

11/11
11/11
11/11