

NOTIFICATION
Finance Department
Sachivalaya, Gandhinagar.
Dated the 19th August, 2016.

CONSTITUTION
OF INDIA.

No. (GN-49) PGR-102016-2- Pay Cell:- In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, the Governor of Gujarat hereby makes the following rules, namely:-

1. Short title and commencement.-

- (1) These rules may be called the Gujarat Civil Services (Revision of Pay) Rules, 2016.
- (2) They shall be deemed to have come into force on the 1st January, 2016.

2. Categories of Government employees to whom the rules apply.-

- (1) Save as otherwise provided by or under these rules, they shall apply to persons appointed to civil services and posts in connection with the affairs of the State of Gujarat.
- (2) **These rules shall not apply to:-**
 - (i) persons not in whole-time employment;
 - (ii) persons paid out of contingencies;
 - (iii) persons paid otherwise than on a monthly basis, including those paid only on a piece-rate basis;
 - (iv) persons appointed on work charged establishment or on daily rate basis or persons employed casually except where in case of such persons, the Government by order published in the *Official Gazette*, provides otherwise;
 - (v) persons employed on contract except where the contract provides otherwise;
 - (vi) persons re-employed in Government service who are in receipt of superannuation or retiring pension irrespective of whether such pension is paid from the Consolidated Fund of the State or not;
 - (vii) persons employed on consolidated pay system or fixed pay system;
 - (viii) any other class or category of persons whom the Government may, by order, specifically exclude from the operation of all or any of the provisions of these rules.

3. Definitions:- In these rules, unless the context otherwise requires –

- (i) “**existing basic pay**” means pay drawn in the prescribed existing pay band and grade pay or pay in the existing scale, but does not include any other type of pay such as special pay, etc.;
- (ii) “**existing Pay Band and Grade Pay**” in relation to a Government employee means the Pay Band and the Grade Pay applicable to the post held by the Government employee as on the date immediately before the notification of these rules whether in a substantive capacity or in officiating capacity;

(iii) **“existing scale”** in relation to a Government employee means the pay scale applicable to the post held by the Government employee as on the date immediately before the notification of these rules in the Higher Administrative Grade, whether in a substantive or officiating capacity;

(iv) **“existing Pay Structure”** in relation to a Government employee means the present system of Pay band and Grade pay or the Pay Scale applicable to the post held by the Government employee as on the date immediately before the coming into force of these rules whether in a substantive or officiating capacity.

Explanation. -The expressions “existing basic pay”, “existing Pay Band and Grade Pay” and “existing scale”, in respect of a Government employee, who on the 1st day of January, 2016 was on deputation out of India or on leave or on foreign service, or who would have on that date officiated in one or more lower posts but for his officiating in a higher post, shall mean such basic pay, pay band and Grade Pay or scale in relation to the post which he would have held but for his being on deputation out of India or on leave or on foreign service or officiating in a higher post, as the case may be;

(v) **“Government”** means the Government of Gujarat;

(vi) **“existing emolument”** mean the sum of (i) existing basic pay and (ii) existing dearness allowance at index average as on 1st day of January, 2016;

(vii) **“Pay Matrix”** means Matrix specified in Part A of the Schedule, with Levels of pay arranged in vertical cells as assigned to corresponding existing Pay Band and Grade Pay or scale;

(viii) **“Level”** in the Pay Matrix shall mean the Level corresponding to the existing Pay Band and Grade Pay or scale specified in Part A of the Schedule;

(ix) **“pay in the Level”** means pay drawn in the appropriate Cell of the Level as specified in Part A of the Schedule;

(x) **“revised pay structure”** in relation to a post means the Pay Matrix and the Levels specified therein corresponding to the existing Pay Band and Grade Pay or scale of the post unless a different revised Level is notified separately for that post;

(xi) **“basic pay”** in the revised pay structure means the pay drawn in the prescribed Level in the Pay Matrix;

(xii) **“revised emoluments”** means the pay in the Level of a Government employee in the revised pay structure; and

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

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

5. Drawal of pay in the revised pay structure.— Save as otherwise provided in these rules, a Government employee shall draw pay in the Level in the revised pay structure applicable to the post to which he is appointed:

Provided that a Government employee may elect to continue to draw pay in the existing pay structure until the date on which he earns his next or any subsequent increment in the existing pay structure or until he vacates his post or ceases to draw pay in the existing pay structure:

Provided further that in cases where a Government employee has been placed in a higher grade pay or scale between 1st day of January, 2016 and the date of notification of these rules on account of promotion or upgradation, the Government employee may elect to switch over to the revised pay structure from the date of such promotion or upgradation, as the case may be.

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

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

Explanation 3.- Where a Government employee exercises the option under the provisos to this rule to retain the existing pay structure of a post held by him in an officiating capacity on a regular basis for the purpose of regulation of pay in that pay structure under Rules 11 and 13 of Gujarat Civil Services(Pay) Rules, 2002, or under any other rule or order applicable to that post, his substantive pay shall be substantive pay which he would have drawn had he retained the existing pay structure in respect of the permanent post on which he holds a lien or would have held a lien had his lien not been suspended or the pay of the officiating post which has acquired the character of substantive pay in accordance with any order for the time being in force, whichever is higher.

6. Exercise of Option.-

(1) The option under the provisos to rule 5 shall be exercised in writing in the Annexure-I appended to these rules so as to reach the authority mentioned in sub-rule(2) within three months of the date of notification of these rules or where any revision in the existing pay structure is made by any order subsequent to the date of notification of these rules, within three months of the date of such order:

Provided that in the case of a Government employee who is, on the date of such notification or, as the case may be, date of such order, out of India on leave or deputation or foreign service or active service, the said option shall be exercised in writing so as to reach the said authority within three months of the date of his taking charge of his post in India:

Provided further that where a Government employee is under suspension on the 1st day of January, 2016, the option may be exercised within three months of the date of his return to his duty if that date is later than the date prescribed in this sub-rule.

(2) The option referred to in sub-rule (1) shall be communicated by the Government employee to:-

- (i) the Pay and Accounts Officer, Gandhinagar or Ahmedabad, as the case may be, if such Government Employee is a Head of Department;
 - (ii) the Head of Department if such Government employee is a Gazetted officer other than a Head of Department;
 - (iii) the Head of Department or the Head of Office under which the Government employee is posted, if such Government employee is a non-Gazetted officer.
- (3) If the intimation regarding option is not received by the authority within the time limit specified in sub-rule (1), the Government employee shall be deemed to have elected to be governed by the revised pay structure with effect from the 1st day of January, 2016.
- (4) The option once exercised shall be final.

Note 1. - Persons whose services were terminated on or after 1st January, 2016 and who could not exercise the option within the prescribed time limit, on account of discharge on the expiry of the sanctioned posts, resignation, dismissal or discharge on disciplinary grounds, shall be entitled to exercise option under sub rule (1).

Note 2.- Persons who have died on or after 1st day of January, 2016 and could not exercise the option within the prescribed time-limit are deemed to have opted for the revised pay structure on and from the 1st day of January, 2016 or such later date as is most beneficial to their dependents, if the revised pay structure is more favourable and in such cases, necessary action for payment of arrears shall be taken by the Head of Office.

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

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

(1) The pay of a Government employee who elects, or is deemed to have elected under rule 6 to be governed by the revised pay structure on and from the 1st day of January, 2016, shall, unless in any case the Government by special order otherwise directs, be fixed separately in respect of his substantive pay in the permanent post on which he holds a lien or would have held a lien if such lien had not been suspended, and in respect of his pay in the officiating post held by him, in the following manner, namely:-

(A) in the case of all employees-

(i) the pay in the applicable Level in the **Pay Matrix** shall be the pay obtained by multiplying the existing basic pay by a **factor of 2.57**, rounded off to the nearest rupee and the figure so arrived at will be located in that Level in the Pay Matrix and if such an identical figure corresponds to any Cell in the applicable Level of the Pay Matrix, the same shall be the pay, and if no such Cell is available in the applicable Level, the pay shall be fixed at the immediate next higher Cell in that applicable Level of the Pay Matrix.

Illustration:

1.	Existing Pay Band : PB-1	Pay Band	5200-20200				
2.	Existing Grade Pay : 2400		Grade Pay	1800	1900	2000	2400
3.	Existing Pay in Pay Band : 10160	Levels		1	2	3	4
4.	Existing Basic Pay:12560 (10160+2400)		1	18000	19900	21700	25500
5.	Pay after multiplication by a fitment factor of 2.57 : $12560 \times 2.57 = 32279.20$ (rounded off to 32279)	2	18500	20500	22400	26300	30100
6.	Level corresponding to GP 2400 : Level 4	3	19100	21100	23100	27100	31000
7.	Revised Pay in Pay Matrix (either equal to or next higher to 32279 in Level 4) : 32300.	4	19700	21700	23800	27900	31900
		5	20300	22400	24500	28700	32900
		6	20900	23100	25200	29600	33900
		7	21500	23800	26000	30500	34900
		8	22100	24500	26800	31400	35900
		9	22800	25200	27600	32300	37000
		10	23500	26000	28400	33300	38100
		11	24200	26800	29300	34300	39200

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

(B) In case of medical officers in respect of whom Non-Practicing Allowance (NPA) is admissible, the pay in the revised pay structure shall be fixed in the following manner.

(i) the existing basic pay shall be multiplied by a factor of 2.57 and the figure so arrived at shall be added to by an amount equivalent to Dearness Allowance on the pre-revised Non-Practicing Allowance admissible as on 1st day of January, 2016 The figure so arrived at will be located in that Level in the Pay Matrix and if such an identical figure corresponds to any Cell in the applicable Level of the Pay Matrix, the same shall be the pay. and if no such Cell is available in the applicable Level, the pay shall be fixed at the immediate next higher Cell in that applicable Level of the Pay Matrix.

(ii) The pay so fixed under sub-clause (i) shall be added by the pre-revised Non Practicing Allowance admissible on the existing basic pay until further decision on the revised rates of Non Practicing Allowance.

Illustration:

1.	Existing Pay Band : PB-3	Pay Band	15600-39100		
2.	Existing Grade Pay : 5400				
3.	Existing pay in Pay Band : 15600	Grade Pay	5400	6600	7600
4.	Existing Basic Pay : 21000	Levels	10	11	12
5.	25% NPA on Basic Pay : 5250	1	56100	67700	78800
6.	DA on NPA@ 125% : 6563	2	57800	69700	81200
7.	Pay after multiplication by a fitment factor of 2.57: 21000 x 2.57 = 53970	3	59500	71800	83600
8.	DA on NPA : 6563 (125% of 5250)	4	61300	74000	86100
9.	Sum of serial number 7 and 8 = 60533	5	63100	76200	88700
10.	Level corresponding to Grade Pay 5400 (PB-3) : Level 10	6	65000	78500	91400
11.	Revised Pay in Pay Matrix (either equal to or next higher to 60540 in Level 10) : 61300				
12.	Pre-revised Non Practicing Allowance : 5250				
13.	Revised Pay + pre-revised Non Practicing Allowance : 66550				

- (2) A Government employee who is on leave on the 1st day of January, 2016 and is entitled to leave salary shall be entitled to pay in the revised pay structure from 1st day of January, 2016 or the date of option for the revised pay structure.
- (3) A government employee, who is on study leave on the 1st day of January, 2016 shall be entitled to the pay in the revised pay structure from 1st day of January, 2016 or the date of option.
- (4) A Government employee under suspension shall continue to draw subsistence allowance based on existing pay structure and his pay in the revised pay structure shall be subject to the final order on the pending disciplinary proceedings.
- (5) Where the existing emoluments exceed the revised emoluments in the case of any Government employee, the difference shall be allowed as personal pay to be absorbed in future increases in pay.
- (6) Where in the fixation of pay under sub-rule (1), the pay of a Government employee, who, in the existing pay structure, was drawing immediately before the 1st day of January, 2016 more pay than another Government employee junior to him in the same cadre, gets fixed in the revised pay structure in a Cell lower than that of such junior, his pay shall be stepped up to the same Cell in the revised pay structure as that of the junior.
- (7) Where a Government employee is in receipt of personal pay immediately before the date of notification of these rules, which together with his existing emoluments

exceed the revised emoluments, then the difference representing such excess shall be allowed to such Government employee as personal pay to be absorbed in future increase in pay.

- (8) (i) In cases where a senior Government employee promoted to a higher post before the 1st day of January, 2016 draws less pay in the revised pay structure than his junior who is promoted to the higher post on or after the 1st day of January, 2016, the pay of senior Government employee in the revised pay structure shall be stepped up to an amount equal to the pay as fixed for his junior in that higher post and such stepping up shall be done with effect from the date of promotion of the junior Government employee subject to the fulfillment of the following conditions, namely:-
- (a) both the junior and the senior Government employees belong to the same cadre and the posts in which they have been promoted are identical in the same cadre;
 - (b) the existing pay structure and the revised pay structure of the lower and higher posts in which they are entitled to draw pay are identical;
 - (c) the senior Government employees at the time of promotion are drawing equal or more pay than the junior;
 - (d) the anomaly is directly as a result of the application of the provisions of Rules 11 and 13 of the Gujarat Civil Services(Pay) Rule, 2002 or any other rule or order regulating pay fixation on such promotion in the revised pay structure:

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

- (ii) The order relating to re-fixation of the pay of the senior officer in accordance with the clause (i) shall be issued under Rule 11 and Rule 13 of the Gujarat Civil Services (Pay) Rules, 2002 and the senior officer shall be entitled to the next increment on completion of his required qualifying service with effect from the date of re-fixation of pay.
- (9) Subject to the provisions of rule 5, if the pay as fixed in the officiating post under sub-rule (1) is lower than the pay fixed in the substantive post, the former shall be fixed at the same stage as the substantive pay.

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

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

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

Illustration:

An employee in the Basic Pay of 32300 in Level 4 will move vertically down the same Level in the cells and on grant of increment, his basic pay will be 33300.	Pay Band	5200-20200				
	Grade Pay	1800	1900	2000	2400	2800
	Levels	1	2	3	4	5
	1	18000	19900	21700	25500	29200
	2	18500	20500	22400	26300	30100
	3	19100	21100	23100	27100	31000
	4	19700	21700	23800	27900	31900
	5	20300	22400	24500	28700	32900
	6	20900	23100	25200	29600	33900
	7	21500	23800	26000	30500	34900
	8	22100	24500	26800	31400	35900
	9	22800	25200	27600	32300	37000
				↓		
10	23500	26000	28400	33300	38100	
11	24200	26800	29300	34300	39200	

10. Date of next increment in revised pay structure:-

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

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

(2) The increment in respect of an employee appointed or promoted or granted financial upgradation under Higher Pay Scale Scheme during the period between the 2nd day of January and 1st day of July (both inclusive) shall be granted on 1st day of January and the increment in respect of an employee appointed or promoted or granted financial upgradation under Higher Pay Scale Scheme during the period between the 2nd day of July and 1st day of January (both inclusive) shall be granted on 1st day of July.

Illustration:

(a) In case of an employee appointed or promoted in the normal hierarchy or granted financial upgradation under Higher Pay Scale Scheme during the period between the 2nd day of July, 2016 and the 1st day of January, 2017, the first increment shall accrue on the 1st day of July, 2017 and thereafter it shall accrue after one year on annual basis.

(b) In case of an employee appointed or promoted in the normal hierarchy or granted financial upgradation under Higher Pay Scale Scheme during the period between 2nd day of January, 2016 and 1st day of July, 2016, who did not draw any increment on 1st day of July, 2016, the next increment shall accrue on 1st day of January, 2017 and thereafter it shall

accrue after one year on annual basis:

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

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

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

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

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

Illustration:

1.	Level in the revised pay structure : Level 4	Pay Band	5200-20200						
			Grade Pay	1800	1900	2000	2400	2800	
2.	Basic Pay in the revised pay structure : 28700								
3.	Granted promotion/ financial upgradation under Higher Pay Scale (HPS) Scheme in Level 5	Levels	1	2	3	4	5		
		1	18000	19900	21700	25500	29200		
4.	Pay after giving one increment in Level 4 : 29600	2	18500	20500	22400	26300	30100		
		3	19100	21100	23100	27100	31000		
5.	Pay in the upgraded Level i.e. Level 5 : 30100 (either equal to or next higher to 29600 in Level 5)	4	19700	21700	23800	27900	31900		
		5	20300	22400	24500	28700	32900		
		6	20900	23100	25200	29600	33900		
		7	21500	23800	26000	30500	34900		

(ii) In the case of Government employees receiving Non Practicing Allowance, their basic pay plus Non Practicing Allowance shall not exceed the average of basic pay of the revised scale applicable to the Apex Level and the Level of the Chief Secretary.

13. Mode of payment of arrears of pay.—The arrears shall be paid after the Government decision in this regard and orders will be issued separately.

Explanation.- For the purpose of this rule, “arrears of pay” in relation to a Government employee, means the difference between:-

(i) the aggregate of the pay and dearness allowance to which he is entitled on account of the revision of his pay under these rules for the relevant period: and

(ii) the aggregate of the pay and dearness allowance to which he would have been entitled (whether such pay and dearness allowance had been received or not) for that period had his pay and allowances not been so revised.

14. Overriding effect of rules.— The provisions of the Gujarat Civil Services Rules, 2002; the Gujarat Civil Services (Revision of Pay) Rules, 1961; the Gujarat Civil Services (Revision of Pay) Rules, 1969; the Gujarat Civil Services (Revision of Pay) Rules, 1975; the Gujarat Civil Services (Revision of Pay) Rules, 1987, the Gujarat Civil Services (Revision of Pay) Rules, 1998; and the Gujarat Civil Services (Revision of Pay) Rules, 2009 shall not, save as otherwise provided in these rules, apply to cases where pay is regulated under these rules, to the extent they are inconsistent with these rules.

15. Power to relax.—Where the Government is satisfied that the operation of all or any of the provisions of these rules causes undue hardship in any particular case, the Government, may by order, dispense with or relax the requirements of that rule to such extent and subject to such conditions as, the Government may consider necessary for dealing with the case in a just and equitable manner.

16. Interpretation.—If any question arises relating to the interpretation of any of the provisions of these rules, it shall be referred to the Government for decision.

Pay Band	4440-7440					5200-20200					9300-34800					15600-39100					37400-67000					67000-79000	80000
	Grade Pay	1300	1400	1650	1800	1900	2000	2400	2800	4200	4400	4600	5400	5400	5400	6600	7600	8700	8900	10000	IIAG	CS					
Level	IS-1	IS-2	IS-3	1	2	3	4	5	6	7	8	9 @	10 #	11	12	13	13A	14	15								
Cell																											
21	26800	27200	28400	32400	36100	39400	46100	52600	64100	72100	81200	95800	101400	122600	142400	214100											
22	27600	28000	29300	33400	37200	40600	47500	54200	66000	74300	83600	98700	104400	126300	146700												
23	28400	28800	30200	34400	38300	41800	48900	55800	68000	76500	86100	101700	107500	130100	151100												
24	29300	29700	31100	35400	39400	43100	50400	57500	70000	78800	88700	104800	110700	134000	155600												
25	30200	30600	32000	36500	40600	44400	51900	59200	72100	81200	91400	107900	114000	138000	160300												
26	31100	31500	33000	37600	41800	45700	53500	61000	74300	83600	94100	111100	117400	142100	165100												
27	32000	32400	34000	38700	43100	47100	55100	62800	76500	86100	96900	114400	120900	146400	170100												
28	33000	33400	35000	39900	44400	48500	56800	64700	78800	88700	99800	117800	124500	150800	175200												
29	34000	34400	36100	41100	45700	50000	58500	66600	81200	91400	102800	121300	128200	155300	180500												
30	35000	35400	37200	42300	47100	51500	60300	68600	83600	94100	105900	124900	132000	160000	185900												
31	36100	36500	38300	43600	48500	53000	62100	70700	86100	96900	109100	128600	136000	164800	191500												
32	37200	37600	39400	44900	50000	54600	64000	72800	88700	99800	112400	132500	140100	169700	197200												
33	38300	38700	40600	46200	51500	56200	65900	75000	91400	102800	115800	136500	144300	174800	203100												
34	39400	39900	41800	47600	53000	57900	67900	77300	94100	105900	119300	140600	148600	180000	209200												
35	40600	41100	43100	49000	54600	59600	69900	79600	96900	109100	122900	144800	153100	185400													
36	41800	42300	44400	50500	56200	61400	72000	82000	99800	112400	126600	149100	157700	191000													
37	43100	43600	45700	52000	57900	63200	74200	84500	102800	115800	130400	153600	162400	196700													
38	44400	44900	47100	53600	59600	65100	76400	87000	105900	119300	134300	158200	167300	202600													
39	45700	46200	48500	55200	61400	67100	78700	89600	109100	122900	138300	162900	172300	208700													
40	47100	47600	50000	56900	63200	69100	81100	92300	112400	126600	142400	167800	177500														

@ If the post belongs to Class-II cadre then applicable Level-9 # If the post belongs to Class-I cadre then applicable Level-10

Annexure-I
Form No.1

FORM OF OPTION

[See rule 6]

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

*2. I,.....hereby elect to continue on Pay Band and Grade Pay of my substantive / officiating post mentioned below until:

* the date of my next increment / the date of my subsequent increment raising my pay to Rs._____/

I vacate or cease to draw pay in the existing pay structure / the date of my promotion/financial upgradation to the post of_____.

Existing Pay Band and Grade Pay___

Signature.....

Name.....

Date:

Place:

Office in which employed.....

Signed before me.

Signature

Head of office(in case of non-gazetted Government employee)

Signature

Another Gazetted Officer(in case of Gazetted Government Employee)

.....
Received above declaration

Signature

Pay and Account officer/Head of Office

* To be strike out, if not applicable.

Annexure-II

UNDERTAKING

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

Signature _____

Name _____

Designation _____

Date:

Palace:

Office in which employed

Signed before me

Signature

Head of office (in case of Non-Gazetted Government Employee)

Signature

Another Gazetted Officer (in case of Gazetted officer)

MEMORANDUM EXPLANATORY TO THE GUJARAT CIVIL SERVICES (REVISION OF PAY) RULES, 2016

Rule 1- This rule is self-explanatory.

Rule 2- This rule lays down the categories of employees to whom the rules apply. Except for the categories excluded under clause (2), the rules are applicable to all persons appointed to Civil Services and posts in connection with the affairs of the State of Gujarat.

Provided that Pay of the Direct recruits who enter service on the basis of Recruitment Rules, which specifically provide for grant of fixed pay during an initial period of certain years, shall be fixed as above, only after the completion of such fixed pay period stipulated in the respective Recruitment Rules.

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

Rule 5- The intention is that all Government employees should be brought over to the revised pay structure except those who elect to draw pay in existing pay structure. The Government employees who exercise the option to continue in the existing pay structure will continue to draw the dearness allowance at the rates in force on 1st January, 2016. If a Government employee is holding permanent post in a substantive capacity and officiating in a higher post, or would have officiated in one or more posts but for his being on deputation etc., he has the option to retain the existing pay structure only in respect of one scale. Such a Government employee may retain the existing scale applicable to a permanent post or any one of the officiating posts. In respect of the remaining posts he will necessarily have to be brought over to the revised pay structure.

Rule 6- This rule prescribes the manner in which option has to be exercised and also the authority who shall be apprised of such option. The option has to be exercised in the form appended to the rules. It should be noted that it is not sufficient for a Government employee to exercise the option within the specified time limit but also to ensure that it reaches the prescribed authority within the time limit. In the case of persons who are outside India at the time of notification of these rules, the period within which the option has to be exercised is three months from the date they take over charge of the post in India. In the case of Government employees the revised pay structure of whose posts are announced subsequent to the date of issue of these rules, the period of three months will run from the date of such announcement.

Persons who have retired between 1st January 2016 and the date of notification of these rules are also eligible to exercise option.


Rule 7- This rule deals with the actual fixation of pay in the existing scales on 1st January, 2016 and is self explanatory. The benefit of this rule is not admissible in cases where a Government employee has elected the revised pay structure in respect of his substantive post, but has retained the existing scale in respect of an officiating post.

Rule 8- This rule prescribes the method of fixation of pay of employees appointed on direct recruitment on or after 1st day of January, 2016.

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

Rules 11 to 16- These rules are self-explanatory.

By order and in the name of the Governor of Gujarat


Mona Khandhar
Secretary (E.A.)
Finance Department