GOVERNMENT OF WEST BENGAL
HIGHER EDUCATION DEPARTMENT
BIKASH BHAVAN, SALT LAKE, KOLKATA – 700 091

No.:59-HED-21014(11)/1/2021-SE SEC Dept. of H.E. Dated: 15.02.2021

MEMORANDUM

The undersigned is directed to state that the benefits of the West Bengal Services (Revision of Pay and Allowances) Rules, 2019 may be applied mutatis-mutandis towards revision of scale of pay of the employees in the Govt. approved posts in the Institute of Historical Studies, Kolkata to the extent of the following points:-

1. i. From the existing Pay Band and Grade Pay, the Pay of each employee will be revised to the corresponding level in the Pay Matrix notionally with effect from 01.01.2016 with actual effect from 01.01.2020. [Annexure I& II are enclosed herewith]

   ii. The employees may have option to come under the revised pay structure with effect from 01.01.2016 or from the date of next or any subsequent increments on 01.07.2016, 01.07.2017, 01.07.2018 or 01.07.2019 or from the date of promotion that took place till 25.09.2019 provides that such option shall not be exercised from any date of increment that falls due after the date of any promotion during 01.01.2016 to 25.09.2019 [Annexure III enclosed herewith].

   iii. The employees directly appointed to any post on or after 01.01.2016 will have no such option. The pay of such employees shall be fixed at the minimum pay structure i.e. at the first cell of the Level attached to the post from the date of joining.

2. The initial pay of each employee in the appropriate Level of the revised pay structure shall be fixed as per provisions of rule 7(1) of the WBS (ROPA) Rules, 2019. Rule 7(4) ibid shall be applied, where necessary [Annexure IV enclosed herewith].

3. Increments in Pay Matrix shall be regulated as per provisions of rule 9 and rule 10 of ROPA Rules, 2019.

4. With effect from 01.01.20, the employees will get House Rent Allowance @12% of revised Basic Pay subject to a maximum of Rs.12000/- (Rupees twelve thousand) per month. The ceiling of House Rent Allowance to be drawn by husband and wife shall be restricted to Rs.12000/- (Rupees twelve thousand) per month. The existing terms and conditions for drawal of such allowance shall remain the same.

5. With effect from 01.01.2020 the employees will be entitled to draw Medical Allowance @Rs.500/- (Rupees five hundred) per month provided that the concerned employee is not covered under ESI Scheme or any Medical Benefit Scheme sponsored by the Government.

6. There will be no arrear for the period from 01.01.2016 to 31.12.2019.

This is issued with the concurrence of the Finance Department vide their U.O. No.: Group P1/2020-21/0364 dated 11.02.2021.

Sd/- P.Saha

Deputy Secretary to the Government of West Bengal

No.:59/1(11) -HED-21014(11)/1/2021-SE SEC Dept. of H.E. Dated: 15.02.2021

Copy forwarded for information and necessary action to:

1. The Accountant General (A&E), West Bengal, Treasury Buildings, Kolkata – 700 001
2. The Accountant General (RW & LBA), West Bengal, 3rd MSO Buildings, CGO Complex, Block DF, Salt Lake, Kolkata – 700 064
3. The Director of Public Instructions, West Bengal, BikashBhavan, Salt Lake, Kolkata – 700 091
4. The Finance Department, Group P1 of this Government
5. The Finance Department, Group B of this Department
6. The FA, HED, BikashBhavan, Salt Lake, Kolkata – 700 091
7. The Pay & Accounts Officer, Kolkata Pay & Accounts Office III
8. The Joint Director of Public Instructions (NGC), West Bengal, BikashBhavan, Salt Lake, Kolkata – 700 091
9. The Budget Branch, Higher Education Department of this Government, BikashBhavan, Salt Lake, Kolkata – 700 091
10. The Director, Institute of Historical Studies, 8/1, Loudon Street, Kolkata – 700 017
11. The IT Cell, Higher Education Department of this Government – with the request to upload this Memorandum in the website of this Department

Deputy Secretary to the Government of West Bengal

PRANGOPAL SAHA, WBSS
Deputy Secretary
Department of Higher Education
Government

ANNEXURE TO MEMO. NO.59-HED-21014(11)/1/2021-SE SEC Dept. of H.E. Dated:15.02.2021

ANNEXURE – I

Pay Matrix

Pay Band	PB – 1 4900-16200		PB-2 5400 - 25200					PB – 3 7100 - 3700				PB – 4 9000 - 40500							PB – 5 37400 - 60000		
Grade Pay	1700	1800	1900	2100	2300	2600	2900	3200	3600	3900	4100	4400	4600	4700	4800	5400	6600	7600	8700	8900	10000
Old Entry Pay	6600	6830	7300	7680	8160	8840	9600	10300	11040	12270	12750	13400	13900	14930	15960	20280	25200	29920	46100	46300	47400
Level	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1	17000	17600	18800	19700	21000	22700	24700	27000	28900	32100	33400	35800	37100	39900	42600	54100	67300	79900	123100	123600	128900
2	17500	18100	19400	20300	21600	23400	25400	27800	29800	33100	34400	36900	38200	41100	43900	55700	69300	82300	126800	127300	132800
3	18000	18600	20000	20900	22200	24100	26200	28600	30700	34100	35400	38000	39300	42300	45200	57400	71400	84800	130600	131100	136800
4	18500	19200	20600	21500	22900	24800	27000	29500	31600	35100	36500	39100	40500	43600	46600	59100	73500	87300	134500	135000	140900
5	19100	19800	21200	22100	23600	25500	27800	30400	32500	36200	37600	40300	41700	44900	48000	60900	75700	89900	138500	139100	145100
6	19700	20400	21800	22800	24300	26300	28600	31300	33500	37300	38700	41500	43000	46200	49400	62700	78000	92600	142700	143300	149500
7	20300	21000	22500	23500	25000	27100	29500	32200	34500	38400	39900	42700	44300	47600	50900	64600	80300	95400	147000	147600	154000
8	20900	21600	23200	24200	25800	27900	30400	33200	35500	39600	41100	44000	45600	49000	52400	66500	82700	98300	151400	152000	158600
9	21500	22200	23900	24900	26600	28700	31300	34200	36600	40800	42300	45300	47000	50500	54000	68500	85200	101200	155900	156600	163400
10	22100	22900	24600	25600	27400	29600	32200	35200	37700	42000	43600	46700	48400	52000	55600	70600	87800	104200	160600	161300	168300
11	22800	23600	25300	26600	28200	30500	33200	36300	38800	43300	44900	48100	49900	53600	57300	72700	90400	107300	165400	166100	173300
12	23500	24300	26100	27200	29000	31400	34200	37400	40000	44500	46200	49500	51400	55200	59000	74900	93100	110500	170400	171100	178500
13	24200	25000	26900	28000	29900	32300	35200	38500	41200	45900	47600	51000	52900	56900	60800	77100	95900	113800	175500	176200	
14	24900	25800	27700	28800	30800	33300	36300	39700	42400	47300	49000	52500	54500	58600	62600	79400	98800	117200	180800	181500	189400
15	25600	26600	28500	29700	31700	34300	37400	40900	43700	48700	50500	54100	56100	60400	64500	81800	101800	120700	186200	186900	195100
16	26400	27400	29400	30600	32700	35300	38500	42100	45000	50200	52000	55700	57800	62200	66400	84300	104900	124300	191800	192500	201000
17	27200	28200	30300	31500	33700	36400	39700	43400	46400	51700	53600	57400	59500	64100	68400	86800	108000	128000	---	---	---
18	28000	29000	31200	32400	34700	37500	40900	44700	47800	53300	55200	59100	61300	66000	70500	89400	111200	131800	---	---	---
19	28800	29900	32100	33400	35700	38600	42100	46000	49200	54900	56900	60900	63100	68000	72600	92100	114500	135800	---	---	---
20	29700	30800	33100	34400	36800	39800	43400	47400	50700	56500	58600	62700	65000	70000	74800	94900	117900	139900	---	---	---
21	30600	31700	34100	35400	37900	41000	44700	48800	52200	58200	60400	64600	67000	72100	77000	97700	121400	144100	---	---	---
22	31500	32700	35100	36500	39000	42200	46000	50300	53800	59900	62200	66500	69000	74300	79300	100600	125000	148400	---	---	---
23	32400	33700	36200	37600	40200	43500	47400	51800	55400	61700	64100	68500	71100	76500	81700	103600	128800	152900	---	---	---
24	33400	34700	37300	38700	41400	44800	48800	53400	57100	63600	66000	70600	73200	78800	84200	106700	132700	---	---	---	---
25	34400	35700	38400	39900	42600	46100	50300	55000	58100	65500	683000	72700	75400	81200	86700	109900	136700	---	---	---	---
26	35400	36800	39600	41100	43900	47500	51800	56700	60600	67500	70000	74900	77700	83600	89300	113200	140800	---	---	---	---
27	36500	37900	40800	42300	45200	48900	53400	58400	62400	69500	72100	77100	80000	86100	92000	116600	145000	---	---	---	---
28	37600	39000	42000	43600	46600	50400	55000	60200	64300	71600	74300	79400	82400	88700	94800	120100	149400	---	---	---	---
29	38700	40200	43300	44900	48800	51900	56700	62000	66200	73700	76500	81800	84900	91400	97600	123700	153900	---	---	---	---
30	39900	41400	44600	46200	49400	53500	58400	63900	68200	75900	78800	84300	87400	94100	100500	127400	158500	---	---	---	---
31	41100	42600	45900	47600	50900	55100	60200	65800	70200	78200	81200	86800	90000	96900	103500	131200	163300	---	---	---	---
32	42300	43900	47300	49000	52400	56800	62000	67800	72300	80500	83600	89400	92700	99800	106600	135100	168200	---	---	---	---
33	43600	45200	48700	50500	54000	58500	63900	69800	74500	82900	86100	92100	95500	102800	109800	139200	173200	---	---	---	---

15/2/2021

PRANSU [illegible]
Deputy Secretary
Department of Higher Education
Government of West Bengal

ANNEXURE TO MEMO. NO.59-HED-21014(11)/1/2021-SE SEC Dept. of H.E. Dated:15.02.2021

ANNEXURE - II

Sl. No.	NAME OF THE APPROVED POST	NUMBER OF SANCTIONED POST	PAY BAND	PAY SCALE INCLUDING GRADE PAY AS PER ROPA 2009	CORRESPONDING LEVEL AS PER ROPA 2019
1.	Registrar	1	PB-4	Rs. 9000 –40500/- GRADE PAY-Rs.5400/-	16
2.	SENIOR ACCOUNTS OFFICER	1	PB-3	Rs. 7100 – 37600/- GRADE PAY-Rs.3900/-	10
3.	JUNIOR ACCOUNTS OFFICER	1	PB-3	Rs. 7100 – 37600/- GRADE PAY-Rs.3600/-	9
4.	PUBLIC RELATION OFFICER	1	PB-2	Rs. 5400 – 25200/- GRADE PAY-Rs.2900/-	7
5.	LIBRARIAN	1	PB-2	Rs. 5400 – 25200/- GRADE PAY-Rs.2900/-	7
6.	TYPIST	2	PB-2	Rs. 5400 – 25200/- GRADE PAY-Rs.2600/-	6
7.	DRIVER	1	PB-2	Rs. 5400 – 25200/- GRADE PAY-Rs.2100/-	4
8.	PEON	3	PB-1	Rs. 4900 – 16200/- GRADE PAY-Rs.1700/-	1

15/2/2021.

PRANGOPAL
Deputy Secretary
Department of Higher Education
Government of West Bengal

ANNEXURE TO MEMO. NO.59-HED-21014(11)/1/2021-SE SEC Dept. of H.E. Dated:15.02.2021

ANNEXURE III

Form of Option

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

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

(a) the date of my next increment on .....

(b) the date of my subsequent increment on raising my pay to Rs. ..... in the existing pay structure

Existing Pay Band and Grade Pay : .....

Signature: .....

Name: .....

Designation: .....

Office in which employeed: .....

Department : .....

*To be scored out, if not applicable.

UNDERTAKING

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

Signature: .....

Name: .....

Designation: .....

Date:

Place:

PRANGOPAL SAHA, WBSS
Deputy Secretary
Department of Higher Education
Government of West Bengal

15/2/2021

ANNEXURE TO MEMO. NO.59-HED-21014(11)/1/2021-SE SEC Dept. of H.E. Dated:15.02.2021

ANNEXURE – IV

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

1. Name of the Department and Office :

2. Name and Designation of the employee :

3. Status (Substantive/ Officiating) :

4. Existing Pay Band and Grade Pay
   (a) In substantive post :

   (b) In officiating / temporary post :

5. Basic Pay in the existing pay structure as on January 1, 2016 or the date of option on .....
   (Band Pay + Grade Pay) :

6. Amount arrived at by multiplying Basic Pay as at Sl. 5 above by 2.57 (Rounded off to nearest rupee)

7. Applicable Level in the Pay Matrix corresponding to the Pay Band and Grade Pay :

8. Applicable Cell in the Level either equal to or next higher of the amount at Sl. No. 6 above :

9. Revised Basic Pay (as per Sl. No.8) :

10. Date of effect :

11. Date of next increment :

.....

Signature of Head of Office/
Department with Designation

PRANGOPAL SAHA, WBSS
Deputy Secretary
Department of Higher Education
Government of West Bengal

15/2/2021