

GOVERNMENT OF WEST BENGAL  
Department of Panchayats and Rural Development  
Joint Administrative Building, Block HC-7, Sector III, Salt Lake, Kolkata 700106

No.10485/PN/O/III/2E-34/2019

Date : 24.12.2019

**Sub: Revision of Pay and Allowance of the employees of the Panchayat Raj Institution of this State following West Bengal Service (Revision of Pay and Allowance) Rules, 2019**

**MEMORANDUM**

The Government of West Bengal in terms of Finance Department Resolution No.8070-F(P) dated 27.11.2015 read with Resolution No. 8071-F(P) dated 27<sup>th</sup> November 2015 constituted Sixth Pay Commission with terms of reference which included, inter-alia, examination of the existing structure of pay and allowances of the employees of Gram Panchayat, Panchayat Samiti and Zilla Parishad in this State and recommendation for changes which would be desirable and feasible, with due regard, inter-alia, to the financial resources of the State Government.

The Commission has submitted its report on the 13<sup>th</sup> September 2019. After due consideration of the recommendations of the Commission, the Governor has been pleased to make the decisions as set out in the following paragraphs in respect of the employees of the Panchayat Raj Institution of this State.

**1.Date of Effect-**

The revised structure of pay and allowances for the employees of the Panchayat Raj Institution of the State shall be deemed to have come into force notionally on the 1<sup>st</sup> day of January 2016 with actual effect from 01.01.2020.

**2.Application:**

This shall apply to all employees of the Panchayat Raj Institution of this State.

**3.Definitions:** In this Memorandum, unless the context otherwise requires,-

- (a) **"employee"** means all whole-time and regular employees under Gram Panchayats, Panchayat Samities and Zilla Parishads/Siliguri Mahakuma Parishad in the State of West Bengal;
- (b) **"existing basic pay"** means the pay drawn in the prescribed existing Pay Band and Grade Pay but does not include any other type of pay;
- (c) **"existing Pay Band and Grade Pay"** means the running Pay Band and the Grade Pay applicable to the post held by the employee of the Panchayat Raj Institution of this State or, as the case may be, the personal scale applicable to such employee on account of his advancement to a higher Pay Band/Grade Pay under specific or general orders of the Government as on 1<sup>st</sup> day of January, 2016, whether in a substantive or officiating or temporary capacity;
- (d) **"existing pay structure"** means the present system of Pay Band and Grade Pay applicable to the post held by the employee as on the 1<sup>st</sup> day of January, 2016 whether in a substantive or officiating capacity or the Pay Band and Grade Pay as

personal scale applicable to him on account of advancement to higher Pay Band /Grade Pay.;

**Explanation.-** the expressions “existing basic pay” and “existing Pay Band and Grade Pay” in respect of an employee who was on the 1<sup>st</sup> day of January, 2016, on deputation or on foreign service or on leave or who would have on that date officiated in one or more lower posts but for his officiating in a higher post, shall mean such basic pay, Pay band and Grade pay applicable to the post which he would have held but for his being on deputation or on foreign service or on leave or officiating in a higher post;

- (e) **“existing emoluments”** means the sum of existing basic pay and existing dearness allowance allowed to the basic pay as on 1<sup>st</sup> day of January, 2016 or on the date of option;
- (f) **“Pay Matrix”** means Matrix specified in Schedule-I and Schedule-II, with levels of pay arranged in vertical cells as assigned to corresponding existing Pay Band and Grade Pay;
- (g) **“Level”** in the Pay Matrix shall mean the Level corresponding to the existing Pay Band and Grade Pay as specified in Schedule-II;
- (h) **“pay in the Level”** means pay drawn in the appropriate Cell of the Level as specified in Schedule-I;
- (i) **“revised pay structure”** means the Pay Matrix and the Level specified therein corresponding to the existing Pay Band and Grade Pay of the post unless a different revised level is notified separately for the post;
- (j) **“basic pay”** in the revised pay structure means the pay drawn in the prescribed Level in the Pay Matrix;
- (k) **“revised emoluments”** means the pay in the Level of an employee of Panchayat Raj Institution of this State in the revised pay structure admissible to him;
- (l) **“Schedule”** means a schedule appended to this Memorandum.

**4.Level of posts:** From the date of effect of this Memorandum, the Level of posts shall be determined in accordance with the various Levels as assigned to the corresponding existing Pay Band and Grade Pay as specified in the Pay Matrix.

**5.Drawal of pay in the revised pay structure** - Save as otherwise provided in this Memorandum, an employee shall draw pay in the Level in the revised pay structure applicable to the post which he is holding as on 01.01.2016 or to which he is appointed on or after 1<sup>st</sup> day of January, 2016:

Provided that an employee may elect to continue to draw pay in the existing pay structure until the date on which he earns his next increment 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 an employee has been placed in a higher Grade Pay between 1<sup>st</sup> day of January, 2016 and 25.09.2019 on account of promotion



or upgradation, the employee may elect to switch over to the revised pay structure from the date of such promotion or upgradation as the case may be.

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

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

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

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

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

**Explanation 3** – Where an employee exercises option under the proviso to this para to retain the existing pay structure in respect of a post held by him in an officiating capacity on a regular basis for the purpose of regulation of pay in that pay structure under the existing order applicable to the post, his substantive pay shall be substantive pay which he would have drawn had he retained the existing pay structure in respect of the permanent post on which he holds a lien or would have held a lien had his lien not been suspended or the pay of the officiating post which has acquired the character of substantive pay in accordance with any order for the time being in force, whichever is higher.

**6.Exercise of option** - (1) The option under the provisos to para 5 shall be exercised in writing in the form appended to Schedule III so as to reach the authority mentioned in sub- para (2) within three months of the date of publication of this Memorandum in Official Gazette.

Provided that-(i) in the case of an employee who on the date of publication of this Memorandum, is on leave or on deputation or on foreign service, the said option shall be exercised in writing so as to reach the said authority within three months of his return from such leave or deputation or foreign service, as the case may be; and

(ii) where an employee is under suspension on the date of publication of this Memorandum in the *Official Gazette*, the option may be exercised by him within three months of the date of his return to his duty or within three months of the date of publication of this Memorandum, whichever is later.

(2) The option shall be submitted by an employee to the Head of his Office.

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

- (4) The option once exercised shall be final.

**Note I-** An employee, who died on or after the 1<sup>st</sup> day of January, 2016 and could not exercise the option, shall be deemed to have opted for the revised pay structure on and from the 1<sup>st</sup> day of January, 2016 or from such subsequent date as is considered most beneficial to him, if he was alive.

**7. Fixation of initial pay in the revised pay structure.-** The initial pay of an employee who elects, or is deemed to have elected under para 6 to be governed by the revised pay structure on and from the 1<sup>st</sup> 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:-

- (1) 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 in 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

1.	Existing Pay Band : P.B. I	Pay Band	P.B I 4900-16200	
		Grade Pay	1700	1800
2.	Existing Grade Pay : 1800	Level	1	2
		1	17000	17600
		2	17500	18100
3.	Existing Pay in the Pay Band : 7410	3	18000	18600
		4	18500	19200
		5	19100	19800
4.	Existing Basic Pay : 9210 (=7410+1800)	6	19700	20400
		7	20300	21000
		8	20900	21600
5.	Pay after multiplication by a fitment factor of 2.57 : 9210x2.57= 23669.70 (rounded off to 23670)	9	21500	22200
		10	22100	22900
		11	22800	23600
6.	Level corresponding to Grade Pay 1800 : Level 2	12	23500	<b>24300</b>
		13	24200	25000
7.	Revised Pay in the Pay Matrix (either equal to or next higher to 23670 in Level 2) : <b>24300</b>	14	24900	25800
		15	25600	26600



Illustration -2

1.	Existing Pay Band : P.B.3	Pay Band	P.B.3 7100-37600			
		Grade Pay	3200	3600	3900	4100
2.	Existing Grade Pay : 4100	Level	8	9	10	11
		1	27000	28900	32100	33400
		2	27800	29800	33100	34400
3.	Existing Pay in the Pay Band : 14000	3	28600	30700	34100	35400
		4	29500	31600	35100	36500
		5	30400	32500	36200	37600
4.	Existing Basic Pay : 18100 (=14000+4100)	6	31300	33500	37300	38700
		7	32200	34500	38400	39900
5.	Pay after multiplication by a fitment factor of 2.57 : 46517	8	33200	35500	39600	41100
		9	34200	36600	40800	42300
		10	35200	37700	42000	43600
6.	Level corresponding to Grade Pay 4100: Level 11	11	36300	38800	43300	44900
		12	37400	40000	44600	46200
7.	Revised Pay in the Pay Matrix (either equal to or next higher to 46517 in Level 11 ): <b>47600</b>	13	38500	41200	45900	<b>47600</b>
		14	39700	42400	47300	49000

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

### Illustration

1.	Existing Pay Band : PB-4A	Pay Band	P.B.4A 15600 - 42000		
2.	Existing Grade Pay : 5400	Grade Pay	5400	6600	7000
3.	Existing Pay in the Pay Band : 15910	Level	16	17	18
		1	56100	67300	68400
4.	Existing Basic Pay : 21310 (= 15910+ 5400)	2	57800	69300	70500
		3	59500	71400	72600
5.	30% NPA on Basic Pay : 6393	4	<b>61300</b>	73500	74800
6.	DA on NPA @75% : 4795	5	63100	75700	77000
7.	Pay after multiplication by a fitment factor of 2.57 : 21310 x 2.57 = 54766.70 (rounded off to 54767)	6	65000	78000	79300
		7	67000	80300	81700
8.	Sum of serial number 6 and 7 = 54767+4795 = 59562	8	69000	82700	84200
		9	71100	85200	86700
9.	Level corresponding to G.P 5400 : Level 16	10	73200	87800	89300
10.	Revised Pay in the Pay Matrix (either equal to or next higher to 59562 in Level 16 ) : <b>61300</b>	11	75400	90400	92000
		12	77700	93100	94800

(2) An 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.

(3) Where the existing emoluments exceed the revised emoluments in the case of any employee, the difference shall be allowed as personal pay to be absorbed in future increases in pay.

(4) Where in the fixation of pay under sub-para (1) the pay of an employee, who, in the existing pay structure was drawing more pay than another employee junior to him in the same grade in the same cadre immediately before the 1<sup>st</sup> day of January, 2016, 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 on the same Level in the revised pay structure as that of the junior.

(5) In the case where a senior employee promoted to a higher post before the 1<sup>st</sup> 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 1<sup>st</sup> day of January, 2016, the pay of senior 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 the approval of the Government with effect from the date of promotion of the junior employee subject to the fulfilment of the following conditions, namely :-



- (a) both the junior and the senior employee 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 (Grade Pay and or Pay Band) and the revised pay structure (Pay Level) of the lower and higher posts in which they are entitled to draw pay should be identical ;
- (c) the senior employee at the time of promotion was drawing equal or more pay than the junior ;
- (d) the anomaly should arise directly as a result of the applications of the provisions of this Memorandum or an order regulating fixation of pay on such promotion in the revised pay structure :

Provided that if the junior employee was drawing more pay in the existing pay structure than the senior by virtue of any advance increment(s) granted to him , the provisions of this sub-para shall not be applicable to step up the pay of the senior employee.

Stepping up of pay indicated herein this sub-para shall be done with the approval of Government.

- (6) Where an employee is in receipt of personal pay on the 1<sup>st</sup> day of January, 2016, which together with his existing emoluments exceeds the revised emoluments, the difference representing such excess shall be allowed to such employee as personal pay to be absorbed in future increases of the pay.
- (7) Subject to provisions of para 5, if the pay as fixed in the officiating post under sub-para (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 in the revised pay structure in respect of an employee appointed as fresh recruits on or after 01.01.2016** - The pay of employees appointed by direct recruitment on or after the 1<sup>st</sup> 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 subject to the higher initials, where applicable, as indicated in Schedule-II.

Provided that where the existing pay of such employee appointed on or after the 1<sup>st</sup> day of January, 2016 and before publication of this Memorandum has already been fixed in the existing pay structure and if his existing emoluments happen to exceed the minimum pay in the revised pay structure as applicable to the post to which he is appointed on or after the first day of January, 2016, such difference shall be treated as personal pay to be absorbed in future increments in pay.

**9. Increments in Pay Matrix** - After fixation of pay in the appropriate Level in the Pay Matrix, the subsequent increment in the Level shall be at the immediate next higher Cell vertically arranged in that Level.

### Illustration

	Pay Band	P.B. 2, 5400-25200		
	Grade Pay	2100	2300	2600
	Level	4	5	6
An employee in the basic pay of Rs.29000 in Level 5 will move vertically downwards in the same level to Rs.29900 on grant of increment	1	19700	21000	22700
	2	20300	21600	23400
	3	20900	22200	24100
	4	21500	22900	24800
	5	22100	23600	25500
	6	22800	24300	26300
	7	23500	25000	27100
	8	24200	25800	27900
	9	24900	26600	28700
	10	25600	27400	29600
	11	26400	28200	30500
	12	27200	<b>29000</b>	31400
			↓	
	13	28000	<b>29900</b>	32300
	14	28800	30800	33300
	15	29700	31700	34300
	16	30600	32700	35300
	17	31500	33700	36400

**10.Date of next increment in revised pay structure.** – In respect of all employees, there shall be a uniform date of annual increment, as existing and such date of annual increment shall be the 1<sup>st</sup> day of July of every year.

**Note.** – In the case of employees completing 6 (six) months and above in the revised pay structure as on 1<sup>st</sup> day of July, shall be eligible to be granted increment.



**11. Fixation of pay on promotion on or after the 1<sup>st</sup> 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 of this State 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-I

An employee is drawing	Pay Band	P.B. 2 5400-25200	
	Grade Pay	2600	2900
basic pay of Rs. 31400	Level	6	7
in Level 6. He is	1	22700	24700
promoted to Level 7.	2	23400	25400
His pay will be fixed in	3	24100	26200
the following manner.	4	24800	27000
(1) Pay after giving one	5	25500	27800
increment in Level 6	6	26300	28600
is to be determined	7	27100	29500
which will be Rs.	8	27900	30400
32300	9	28700	31300
(2) Pay will be fixed in	10	29600	32200
Level 7 at Rs.33200	11	30500	<b>33200</b>
(either equal to or	12	<b>31400</b>	34200
next higher in Level 7)	13	<b>32300</b>	35200
	14	33300	36300
	15	34300	37400
	16	35300	38500
	17	36400	39700

**Illustration-II :**

An employee drawing basic pay of Rs.32200 in Level 7 is promoted to a post carrying Level 8. Pay after giving one increment in Level 7 the figure comes to Rs.33200/-. His pay in Level 8 shall be fixed at Rs.33200, which matches with Cell 8 of Level 8.

**Note 1.-** An employee may have option to get his pay fixed either from the date of promotion or from the date of next increment.

- (a) In case the employee opts to get his pay fixed from the date of promotion, his pay in the promotion post shall be fixed under the provisions of this para and his next increment will fall due on the 1<sup>st</sup> July on completion of six months from the date of such promotion.
- (b) In case the employee opts to get his pay fixed from the date of increment, then on the date of promotion his pay shall initially be fitted in the applicable level of the promotion post at the same Cell as that of his existing pay and in absence of such Cell, it shall be fitted at the next higher Cell and such pay shall finally be re-fixed under the provisions of this para after accrual of increment in the lower post. The next increment shall, however, fall due on the next 1<sup>st</sup> July.

**Note 2(a)** In the case of non-functional movement under CAS when an employee is moved to next higher Level on completion of 10 years or 20 years of service, his pay shall be fixed as per Note 1 above except the interim pay fixation benefit from the date of entitlement when the employee opts to get his pay fixed from the date of increment.

(b) In case an employee has got promotion to a post carrying Pay Level 2<sup>nd</sup> higher Level or above before completion of 20 years of service, he will, on completion of 20 years of service, get one increment in the same Level with date of next increment remaining unchanged.

(c) In case an employee has got promotion (functional) to a post carrying lower Level than the Level or same Level he is enjoying due to CAS, he will get one increment in the same Level from the date of promotion with date of next increment remaining unchanged.

**12.Payment of arrears.-** Notwithstanding anything contained elsewhere in this Memorandum, or in any other orders for the time being in force, no arrear of pay to which an employee may be entitled in respect of the period from the 1<sup>st</sup> day of January, 2016 to the 31<sup>st</sup> day of December, 2019, shall be paid to him.

**13.House Rent Allowance –** With effect from the 1<sup>st</sup> January, 2020, the house rent allowance admissible to an employee shall be 12% of his revised basic pay, subject to a maximum of Rs. 12,000/- per month. The ceiling of house rent allowance drawn by husband and wife together shall also be raised to Rs. 12,000/- per month. Other terms and conditions of drawal of House Rent Allowance shall remain the same.

**14.Medical Allowance -** The existing rate of Medical Allowance will be revised to Rs. 500/- per month in respect of employee of Panchayat Raj Institution of this State with effect from 1<sup>st</sup> January, 2020.

**15.Other Allowances:** All other allowances shall continue with the existing amount as drawn as on the date of issue of this memorandum for the revised pay till such time the allowances are revised. employees joining service after issue of this memorandum shall also draw the existing amount.



This issues with the concurrence of the Finance Department of this Government vide their U. O. No.Group P1/2019-2020/0308 dated 23/12/2019.

**Schedule – I**  
**[see para 3(b) and 3(g)]**

Pay Band	P.B I 4900-16200		P.B. 2 5400-25200					P.B.3 7100-37600			
Grade Pay	1700	1800	1900	2100	2300	2600	2900	3200	3600	3900	4100
Old Entry Pay	6600	6830	7300	7680	8160	8840	9600	10300	11040	12270	12750
Level	1	2	3	4	5	6	7	8	9	10	11
1	17000	17600	18800	19700	21000	22700	24700	27000	28900	32100	33400
2	17500	18100	19400	20300	21600	23400	25400	27800	29800	33100	34400
3	18000	18600	20000	20900	22200	24100	26200	28600	30700	34100	35400
4	18500	19200	20600	21500	22900	24800	27000	29500	31600	35100	36500
5	19100	19800	21200	22100	23600	25500	27800	30400	32500	36200	37600
6	19700	20400	21800	22800	24300	26300	28600	31300	33500	37300	38700
7	20300	21000	22500	23500	25000	27100	29500	32200	34500	38400	39900
8	20900	21600	23200	24200	25800	27900	30400	33200	35500	39600	41100
9	21500	22200	23900	24900	26600	28700	31300	34200	36600	40800	42300
10	22100	22900	24600	25600	27400	29600	32200	35200	37700	42000	43600
11	22800	23600	25300	26400	28200	30500	33200	36300	38800	43300	44900
12	23500	24300	26100	27200	29000	31400	34200	37400	40000	44600	46200
13	24200	25000	26900	28000	29900	32300	35200	38500	41200	45900	47600
14	24900	25800	27700	28800	30800	33300	36300	39700	42400	47300	49000
15	25600	26600	28500	29700	31700	34300	37400	40900	43700	48700	50500
16	26400	27400	29400	30600	32700	35300	38500	42100	45000	50200	52000
17	27200	28200	30300	31500	33700	36400	39700	43400	46400	51700	53600
18	28000	29000	31200	32400	34700	37500	40900	44700	47800	53300	55200
19	28800	29900	32100	33400	35700	38600	42100	46000	49200	54900	56900
20	29700	30800	33100	34400	36800	39800	43400	47400	50700	56500	58600
21	30600	31700	34100	35400	37900	41000	44700	48800	52200	58200	60400
22	31500	32700	35100	36500	39000	42200	46000	50300	53800	59900	62200
23	32400	33700	36200	37600	40200	43500	47400	51800	55400	61700	64100
24	33400	34700	37300	38700	41400	44800	48800	53400	57100	63600	66000
25	34400	35700	38400	39900	42600	46100	50300	55000	58800	65500	68000
26	35400	36800	39600	41100	43900	47500	51800	56700	60600	67500	70000
27	36500	37900	40800	42300	45200	48900	53400	58400	62400	69500	72100
28	37600	39000	42000	43600	46600	50400	55000	60200	64300	71600	74300
29	38700	40200	43300	44900	48000	51900	56700	62000	66200	73700	76500
30	39900	41400	44600	46200	49400	53500	58400	63900	68200	75900	78800
31	41100	42600	45900	47600	50900	55100	60200	65800	70200	78200	81200
32	42300	43900	47300	49000	52400	56800	62000	67800	72300	80500	83600
33	43600	45200	48700	50500	54000	58500	63900	69800	74500	82900	86100

**Schedule – I (Continued)**

Pay Band	P.B.4 9000 - 40500				P.B.4 9000 - 40500		P.B.4 9000 - 40500
Grade Pay	4400	4600	4700	4800	5400	6600	7600
Old Entry Pay	13400	13900	14930	15960	21000	25200	29920
Level	12	13	14	15	16	17	19
1	35800	37100	39900	42600	56100	67300	79900
2	36900	38200	41100	43900	57800	69300	82300
3	38000	39300	42300	45200	59500	71400	84800
4	39100	40500	43600	46600	61300	73500	87300
5	40300	41700	44900	48000	63100	75700	89900
6	41500	43000	46200	49400	65000	78000	92600
7	42700	44300	47600	50900	67000	80300	95400
8	44000	45600	49000	52400	69000	82700	98300
9	45300	47000	50500	54000	71100	85200	101200
10	46700	48400	52000	55600	73200	87800	104200
11	48100	49900	53600	57300	75400	90400	107300
12	49500	51400	55200	59000	77700	93100	110500
13	51000	52900	56900	60800	80000	95900	113800
14	52500	54500	58600	62600	82400	98800	117200
15	54100	56100	60400	64500	84900	101800	120700
16	55700	57800	62200	66400	87400	104900	124300
17	57400	59500	64100	68400	90000	108000	
18	59100	61300	66000	70500	92700	111200	
19	60900	63100	68000	72600	95500	114500	
20	62700	65000	70000	74800	98400	117900	
21	64600	67000	72100	77000	101400	121400	
22	66500	69000	74300	79300	104400	125000	
23	68500	71100	76500	81700	107500	128800	
24	70600	73200	78800	84200	110700	132700	
25	72700	75400	81200	86700	114000	136700	
26	74900	77700	83600	89300	117400	140800	
27	77100	80000	86100	92000	120900	145000	
28	79400	82400	88700	94800	124500	149400	
29	81800	84900	91400	97600	128200	153900	
30	84300	87400	94100	100500	132000	158500	
31	86800	90000	96900	103500	136000	163300	
32	89400	92700	99800	106600	140100	168200	
33	92100	95500	102800	109800	144300	173200	



**Schedule – II**

[see para 3(g)]

**Corresponding Levels of existing Pay Band and Grade Pay**

Sl. No.	Existing Pay Band	Pay Band Scale	Existing Grade Pay	Level in Pay Matrix with indication of higher initials, where applicable
1	PB-1	Rs.4900-16200	1700	Level-1
2	PB-1	Rs.4900-16200	1800	Level-2
3	PB-2	Rs.5400-25200	1900	Level-3
4	PB-2	Rs.5400-25200	2100	Level-4
5	PB-2	Rs.5400-25200	2300	Level-5
6	PB-2	Rs.5400-25200	2600	Level-6
7	PB-2	Rs.5400-25200	2900	Level-7
8	PB-3	Rs.7100-37600	3200	Level-8
9	PB-3	Rs.7100-37600	3600	Level-9
10	PB-3	Rs.7100-37600 (Minimum pay 7910)	3600	Level-9 with higher initial at Rs.29800
11	PB-3	Rs.7100-37600	3900	Level-10
12	PB-3	Rs.7100-37600	4100	Level-11
13	PB-4	Rs.9000-40500	4400	Level-12
14	PB-4	Rs.9000-40500	4600	Level-13
15	PB-4	Rs.9000-40500	4700	Level-14
16	PB-4	Rs.9000-40500	4800	Level-15
17	PB-4	Rs.9000-40500	5400	Level-16
18	PB-4	Rs.9000-40500	6600	Level-17
19	PB-4	Rs.9000-40500	7000	Level-18
20	PB-4	Rs.9000-40500	7600	Level-19

**Schedule- III**

Form of option

(see para 5 and 6)

\*1. I, ----- hereby elect the revised pay structure with effect from 1<sup>st</sup> 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 w.e.f. ....
- (b) the date of my subsequent increment raising my pay to Rs. ----- in the existing scale, w.e.f. ....
- (c) the date of my promotion/upgradation to the post of -----, w.e.f. ....

Existing Pay Band and Grade Pay -----.

Signature -----

Name -----

Designation -----

Office in which employed -----

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 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:

Place:



**Schedule- IV**

**[see para 7]**

*Form for fixation of initial pay in the revised pay structure under the Revision of Pay and Allowances for the employees of Panchayat Bodies, 2019.*

1. Name of the Department and Office :
2. Name and designation of Government 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 on the date of option on \_\_\_\_/\_\_\_\_/\_\_\_\_.  
(Band Pay + Grade Pay)
6. Amount arrived at by multiplying basic  
pay as at sl. no. 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

  
24/12/2019

Additional Chief Secretary to the  
Government of West Bengal  
Panchayats and Rural Development Department