

GOVERNMENT OF WEST BENGAL  
FINANCE DEPARTMENT  
AUDIT BRANCH  
NABANNA, MANDIRTALA, HOWRAH-711 102  
**E-mail Id: finreceipt-wb@banqla.gov.in**

Date : 28/11/2022

No. 4761- F(P1)

**M E M O R A N D U M**

Certain instances of irregularity in fixation of pay on promotion to a post within the period of probation in the respective lower post have come to the notice of the Government. After careful consideration of the cases, it is felt necessary to modify **Illustration I** of clarification at Sl. No.3 of Finance Department Memorandum No.6471-F(P<sub>2</sub>) dated 02.12.2019.

**Now, the undersigned is directed by order of the Governor to replace Illustration I of clarification at Sl. No.3 of Finance Department Memorandum No.6471-F(P<sub>2</sub>) dated 02.12.2019 by the following :-**

**Illustration I**

A) An employee while drawing pay of Rs.7,220/- (Rs. 5520+Rs.1700) in the lower post with Grade Pay of Rs.1,700/- was promoted to the post of Lower Division Assistant on 11.03.2018 in Pay Band-2 with Grade Pay of Rs.2,600/- and was again promoted to the post of Upper Division Assistant with effect from 08.04.2018 in Pay **Band-3** with Grade Pay of Rs.3,600/- before completion of 1 (one) year probation period in the post of Lower Division Assistant.

His pay with effect from 11.03.2018 in the post of Lower Division Assistant in Pay Band-2 with Grade Pay of Rs.2,600/- would be fixed at Rs.8,840/- (Rs.6,240/- + Rs.2,600/-) i.e. minimum pay attached to the post of Lower Division Assistant. On further promotion to the post of Upper Division Assistant, his pay with effect from 08.04.2018 would be fixed initially at Rs.11,040/- (Rs.7,440/- + Rs.3,600/-) i.e. minimum pay attached to the post of Upper Division Assistant in Pay Band-3 with Grade Pay of Rs.3,600/-. However, in terms of Memo. No.919-F dated 02.02.2006, he is entitled to get final fixation for promotion to the post of Upper Division Assistant with effect from 11.03.2019 or from 01.07.2019 as per his option and in both the cases, his pay would be fixed again at Rs.11,040/- (Rs.7,440/- + Rs.3,600/-) in Pay Band-3 with Grade Pay of Rs.3,600/-.

For fixation of his pay in the revised pay structure under the W.B.S. (R.O.P.A.) Rules, 2019 he may opt with effect from 01.01.2016. or 01.07.2016 or 01.07.2017 or 11.03.2018 (the date of his promotion to the post of Lower Division Assistant) or 11.03.2019 / 01.07.2019 (the date of his final fixation in the promotional post of Upper Division Assistant).

If he opts for the revised pay structure from 11.03.2018 his pay in the post of Lower Division Assistant with effect from 11.03.2018 shall be fixed at Rs.23,400/- (Rs.8,840/- X 2.57 = Rs.22,718.80 = Rs. 22,719/-) in Level 6. On further promotion to the post of Upper Division Assistant with effect from 08.04.2018 his revised pay shall be fixed initially at Rs.28,900/- i.e. at minimum of Level 9, which shall be finally re-fixed with effect from 11.03.2019 / 01.07.2019 (as per his option) at Rs.28,900/- in Level 9 in terms of Memo. No.919-F) dated 02.02.2006. His next increment will fall due on 01.07.2020.

If he opts for revised pay structure from 11.03.2019 / 01.07.2019 i.e. the date of his final fixation in the post of Upper Division Assistant in the pre-revised pay structure as per his option, his pay in the revised pay structure will be fixed at Rs.28,900/- in Level 9 with next increment as on 01.07.2020.

B) An employee who joined on or after 01.01.2016 while drawing pay of Rs.7,010/- (Rs.5,310/- + Rs.1,700/-) in the lower post with Grade Pay of Rs.1,700/- was promoted to the post of Lower Division Assistant on 07.03.2019 in Pay Band-2 with Grade Pay of Rs.2,600/- and was again promoted to the post of Upper Division Assistant with effect from 08.03.2019 in Pay Band-3 with Grade Pay of Rs.3,600/- before completion of 1 (one) year probation period in the post of Lower Division Assistant.

His pay with effect from 07.03.2019 in the post of Lower Division Assistant in Pay Band-2 with Grade Pay of Rs. 2600/- would be fixed at Rs.8,840/- (Rs.6,240/- +Rs.2,600/-) i.e. minimum pay attached to the post of Lower Division Assistant. On further promotion to the post of Upper Division Assistant, his pay with effect from 08.03.2019 would be fixed initially at Rs.11,040/- (Rs.7,440/- + Rs.3,600/-) i.e. minimum pay attached to the post of Upper Division Assistant in Pay Band-3 with Grade Pay of Rs.3,600/-. Such pay would continue till 31.12.2019.

Contd...P/2.

He had no scope to exercise option to come under revised pay structure and his pay to be fixed initially under the revised pay structure with effect from the date of his joining in terms of rule 8 of the West Bengal Services (Revision of Pay and Allowance) Rules, 2019 issued under Notification No.5562—F dated 25<sup>th</sup> September, 2019.

However, his pay in the post of Lower Division Assistant with effect from 07.03.2019 would be fixed at Rs.22,700/- i.e. at the minimum in Level 6. On further promotion to the post of Upper Division Assistant with effect from 08.03.2019 his revised pay would be fixed initially at Rs.28,900/- i.e. at minimum of Level 9, with next increment on 01.07.2021 raising his pay to Rs.29,800/- in Level 9. Though, he is entitled to get usual annual increment as on 01.07.2020 in the post of Lower Division Assistant, but this has no financial effect as he is already in receipt of more pay on that date.

2. This issues in cancellation of this Department 's Memo No. 4583- F(P1) dated 14.11.2022.

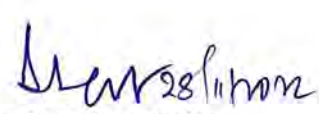
Sd/- S. Barman  
**Secretary to the Government of West Bengal**

No. 4361/1(400)-F(P1)

**Date: 28.11.2022.**

Copy forwarded for information and necessary action to

1. The Principal Accountant General (A & E), West Bengal, Treasury Buildings, Koikata-700 001.
2. The Pay and Accounts Officer, Kolkata Pay and Accounts Office (I / II /III), \_\_\_\_\_
3. The Chief Secretary to the Government of West Bengal.
4. The Principal Secretary to the Chief Minister, West Bengal,
5. The Sr. P.S. to the Hon'ble Minister--of--State (I. C.), Finance Department
6. The Additional Chief Secretary / Principal Secretary /Secretary (All), \_\_\_\_\_
7. The District Magistrate, (All) \_\_\_\_\_
8. The District Judge, (All) \_\_\_\_\_
9. The Superintendent of Police, (All) \_\_\_\_\_
10. The Sub--Divisional Officer, (All) \_\_\_\_\_
11. The Commissioner, \_\_\_\_\_ Division,
12. The Treasury Officer, (All) \_\_\_\_\_
13. The Deputy Secretary & D.D.O., Finance Department, Accounts Branch, Nabanna. Howrah.
14. T h e ----- Department / Directorate,
15. The Director of Information, Information and Cultural Affairs Department.  
--With a request to give publicity of the matter.
16. The Principal. Administrative Training Institute.
17. Shri Sumit Mitra, Network Administrator, Finance Department.  
-- He is requested to upload a copy in Finance Department's Website

  
**Joint Secretary to the  
Government of West Bengal.**