

RAJYA SABHA SECRETARIAT

PARLIAMENT HOUSE ANNEXE,
NEW DELHI - 110001

Dated the 10th January 2012

RECRUITMENT AND CONDITIONS OF SERVICE ORDER

(No. 1/2012)

Subject: Grant of advance increments and issues related thereto.

In exercise of powers conferred under Rule 8 of the Rajya Sabha Secretariat (Recruitment and Conditions of Service) Rules, 1957 and, after consultation with Ministry of Finance, the Hon'ble Chairman, Rajya Sabha is pleased to make the following order:-

- I. Two advance increments each on 1.4.2007 and on 2.4.2007 shall be granted to the employees of the Secretariat in Pay Band-1 to Pay Band-3, who were in position as on 1.4.2007 & 2.4.2007, as a one time measure. These increments shall be regulated as under:
 - (i) These increments shall be added over and above the pay fixed or re-fixed, as the case may be, in the revised structure of pay. If an employee had been promoted on or before 2.4.2007 and opts for re-fixation of pay from the date of next increment i.e. 1st July, 2007, the benefit of advance increment(s) will be applicable only from the date the pay has been re-fixed i.e. from 1st July, 2007.
 - (ii) These increments shall form part of the basic pay with all associated benefits.
 - (iii) In case implementation of the order regarding grant of these increments leads to the reduction of pay of any employee, the excess pay shall be absorbed in future increases of pay.
 - II. The benefit of two advance increments provisionally granted between 1.1.2006 to 31.8.2008 in the revised structure of pay corresponding to the following five pre-revised scales of pay, shall be adjusted in final fixation of their pay in the revised structure of pay w.e.f. 1.1.2006 or adjusted against the annual increment(s) due/admissible in future and/or the increment(s) admissible at the time of promotion of the employees concerned:
 - i. Rs.2750-70-3800-75-4400
 - ii. Rs.3050-75-3950-80-4590
 - iii. Rs.8000-275-13500
 - iv. Rs.10000-325-15200
 - v. Rs.12750-375-16500
2. Arrears on account of implementation of this Order shall be paid in cash.

.....contd/-

3. No recoveries shall be effected from serving employees/pensioners for the excess payment, if any, made to them. When provisional pay fixation was done in September, 2008, due to paucity of time, it is likely that the pay of some of the employees who were promoted, might have been fixed straightaway without giving them the option for deferment. There might also be cases where the employees who were on EOL (not on medical certificate), long leave etc. were erroneously granted increments in the revised structure of pay. In such cases, the waiver will not be applied.
4. The fixation of pay and drawal of pay and allowances is subject to corrections/modifications in the light of the audit observations and also of factual inaccuracy, if any, noticed later on and the overpayments made on this account, if any, either in the form of arrears or otherwise, shall be recoverable from the employee(s) concerned.
5. If any question arises in regard to the interpretation and/or inadequacies in this Order, the decision of the Secretary-General shall be final.
6. The expenditure involved will be met from the budget grants of the Secretariat.
7. R&CS Order dated 9.3.2007, R&CS Order(s) No.1 dated 25.6.2008 and No.2/2008 dated 21.8.2008 relating to grant of advance increments shall stand superseded.
8. The final fixation of pay of employees in the revised scales of pay shall be made in accordance with this order and the recommendations of Fourth Parliamentary Pay Committee, as accepted by the Hon'ble Chairman, Rajya Sabha and the Hon'ble Speaker, Lok Sabha.

V.K. AGNIHOTRI
SECRETARY GENERAL

No.RS.36/2/2009-Perl.

Dated the 10th January 2012

Copy to:-

1. Office of the Hon'ble Chairman, Rajya Sabha
2. P.S. to Secretary-General
3. P.S. to Secretary
4. P.A to AS(D)
5. P.A. to JS&FA
6. Gradation List File
7. Estt.(G) Section
8. Estt.(A/Cs) and Budget Section
9. D.G.A.C.R (CAP), New Delhi
10. All Officers/Sections/P.Ss./P.As. and
Pay & Accounts Office, Rajya Sabha

(S. RANGARAJAN)
DEPUTY DIRECTOR