



**REPORT OF**  
**10<sup>TH</sup> PAY REVISION COMMISSION**  
**ANDHRA PRADESH**

**2014**

**Volume – I**

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**Pay Revision Commissioner**



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## CHAPTER – I

### INTRODUCTION

**01.01** In response to the representations received from several Associations representing Government employees for a review in pay scales, the Government of Andhra Pradesh constituted the Tenth Pay Revision Commission Vide G.O.Ms.No.95, G.A. (Spl.A)Department,dated: 28.2.2013. The Government also appointed Sri **Pradip Kumar Agarwal**, IAS (Retd) as Pay Revision Commissioner and notified the following terms of reference for the Commission:

- (i) To evolve the principles which may govern the structure of emoluments and the conditions of service of various categories of employees of the State Government, Local Bodies and Aided Institutions, Non-teaching staff of the Universities including Acharya N.G. Ranga Agricultural University, Jawaharlal Nehru Technological University, Work charged employees and full-time contingent employees, which have a financial bearing taking into account the total packet of benefits available to them and suggest changes therein which may be desirable and feasible; The Commission however shall, not deal with the teaching staff in Government Colleges and Government Aided Private Colleges drawing UGC/AICTE and ICAR scales. The Commission shall also not deal with the officers of A.P. State Higher Judicial Service and A.P. State Judicial Service who are drawing Pay Scales as recommended by the First National Judicial Pay Commission.
- (ii) To examine as to what extent the existing DA may be merged in pay and, to evolve consequent new set of pay scales merging DA therein and to suggest the mode of fixation of pay in the Revised Pay Scales.
- (iii) To study the Automatic Advancement Scheme as modified from time to time keeping in view the anomalies that have arisen during the implementation of the said scheme and also to examine whether the said scheme should continue in its present form and to make the recommendations in this regard.
- (iv) To examine the need for various Special Pays, Compensatory and various other Allowances and other perquisites in cash or kind now allowed and to make recommendations regarding their continuance or otherwise and if continuance is recommended what modifications, if any are deemed, desirable with regard to their rates, terms and other conditions which should govern them in future.
- (v) To examine and review the existing pension structure for pensioners, and make recommendations which may be desirable and feasible.
- (vi) To examine the recommendations of the OMC constituted vide G.O.Ms.No.142, G.A. (Spl.A) Department, dated: 07.03.2012.

- (vii) Review of the existing human resources of all departments in tune with the contemporary requirements including contract/ outsourcing personnel.
- (viii) To give its recommendations on any other matter referred to it by the State Government during the tenure of its office.
- (ix) In formulating its recommendations, the Commission shall take into account the overall financial position of the State.

**01.02.** The Pay Revision Commission commenced its work on 13.3.2013 and issued a Press note requesting the Service Associations/ Individuals/ Pensioners' Associations and employees local bodies, including Zilla Grandhalaya Samsthas, Aided Institutions, Universities including Jawaharlal Nehru Technological and Acharya N.G. Ranga Agriculture University of the State Government employees, to put forth grievances before the Commission by 30<sup>th</sup> April, 2013. Later, on the request of several associations, the period for submission of grievances was extended to 31<sup>st</sup> May, 2013 and again to 29-06-2013. The Commission also sent a Questionnaire covering various aspects of the 'Terms of Reference' to various associations, Unions, Secretaries to Government and all Heads of the Departments. The Commission requested all the respondents to send replies to the questionnaire by 31<sup>st</sup> May 2013. The Pay Revision Commission followed a flexible approach with regard to receipt of representations and allowed considerable time and freedom to the individuals and associations to present their memorandum and make presentations in person. The Commission also addressed all the Heads of the Departments to furnish information in Proforma I, II, III and IV with a brief right up on the Department. The Heads of the Departments were also requested to appoint a liaison officer to deal with the Commission and to furnish a copy of the latest service rules, special pays and special allowances, by 30<sup>th</sup> April, 2013. The working of the Commission was greatly strengthened after the Government appointed Sri M.Purushotham Reddy, I.A.S(Rtd) as Secretary to the PRC on 19.9.2013.

**01.03.** The Commission in all received 849 written representations and it organized 761 meetings with the Service Associations, Unions and even individuals who had given representations in writing. These meetings were commenced on 5.7.2013 and continued till the middle of December, 2013. The contents of written representations were analyzed and clarifications sought in respect of about 800 categories of services. These meetings were found to be extremely useful and a number of issues got clarified. Many of these meetings were attended by the concerned Special Chief Secretaries/ Secretaries and the Heads of Departments and by the Office Bearers of Employees' Unions/Associations who all made very valuable contribution to the Proceedings of the Commission.

## CHAPTER-II

### Pay Revision Commissions – An Overview

**02.01** Since the formation of Andhra Pradesh Government have, so far, set up ten Pay Commissions while in Government of India constitution of Seventh Pay Commission has recently been announced. While the Government of India has constituted the Commission once in 10 years the practice in the State since 1974 has been to have a Commission once in 5-6 years. A brief history of the Pay Commissions constituted by the State Government is as follows: After the formation of Andhra Pradesh the 1<sup>st</sup> Pay Revision was initiated in 1958 under the Chairmanship of Sri K.Brahmananda Reddy, the then Finance Minister. The 2<sup>nd</sup> Pay Revision Commission was constituted in 1965 as a One Man Commission under Justice N.D.Krishna Rao. The 3<sup>rd</sup> Pay Revision Commission was headed by Sri R.Prasad, I.C.S., (Retd)., the 4<sup>th</sup> Pay Revision Commission by Sri A. Krishna Swamy, I.A.S., (Retd)., the 5<sup>th</sup> Pay Revision Commission by Sri K.Subrahmanyam, IAS., the 6<sup>th</sup> Pay Revision by Sri D.Shankaraguruswamy, IAS., (Retd)., the 7<sup>th</sup> Pay Revision Commission by Sri R.K.R. Gonela, IAS, (Retd.), the 8<sup>th</sup> Pay Commission by Sri J.Rambabu, IAS., (Retd) and the 9<sup>th</sup> Pay Commission by Sri C. S. Rao, IAS (Retd.). The following table indicates the dates of constitution, time taken by the Commission and other details relating to various Commissions appointed since 1958.

#### **Statement showing the particulars of Pay Revision from time to time**

Sl. No	PRC	Date/Year of Constitution	Date of Submission of report	Time taken	Date of Implementation	Financial Implications
1	1958	NA	NA	NA	NA	NA
2	1965	NA	NA	NA	NA	NA
3	1974	06-06-1974	29-06-1975	Nearly 11 months	1-1-1974 with monetary benefit from 1-1-1975.	Rs.7.50 cr.
4	1978 Pay Scale + Pensions	01-01-1978	17-09-1979	Nearly 1 year 8 months	1-4-1978 with monetary benefit from 1-3-1979	Rs.31.15 cr.
5	1986	10-05-1985	13-07-1986	Nearly 1 year 2 months	1-7-1986	Rs.75 cr.
6	1993	03-05-1991	08-04-1993	Nearly 1 year 11 months (Universities Non-teaching staff included)	1-7-1992 with monetary benefit from 1-4-1993	Rs.210.50 cr.
7	1999 Pay Scales + Pensions	01-02-1998	21-07-1999 (Govt. Emp.) 25-08-1999 (Universities)	Nearly 1 year 5 months (Govt. and University Employees)	1-7-1998 with Monetary benefit from 1-4-1999	Rs.1257.82 cr.
8	2005 Scales + Pensions	23-02-2004	30-06-2005	Nearly one year 4 months	1-7-2003 with Monetary benefit w.e.f. 1-4-2005	Rs.1199.62 cr.

Sl. No	PRC	Date/Year of Constitution	Date of Submission of report	Time taken	Date of Implementation	Financial Implications
9	2008	07-07-2008	November, 2009	Nearly one year 4 months	1-7-2008 with monetary benefit from 1.2.2010	Rs.1629.78 cr.

**02.02** The constitution of a Pay Commission, at regular intervals, is necessitated to examine the pay structure of employees and to revise it based upon the changing requirements. The expectation of the employee community is that their pay should be increased by the Government from time to time keeping in view the increase in the cost of living, increased expectations with regard to life style and in the case of the retired government servants the increase in life span with consequent problems arising out of age related problems.

**02.03** In order to meet the situation arising due to high levels of inflation, a mechanism had also to be found by the Government to neutralize the effect of inflation on the wages of its employees to cover the interregnum between the Pay Commissions. Sanction of Dearness Allowance at periodic intervals according to a pre-determined formula was the Government response to counter the effect of increase in prices on the wages of the employees. While neutralization for increases in cost of living was extended in full to certain categories of employees others were compensated only partially till the year 1996. The 5<sup>th</sup> Central Pay Commission pointed out that in the absence of 100% neutralization for increase in cost of living to all sections of government servants there will be an erosion in the wages of the people who are not fully compensated for such increases resulting in distortion in the pay structure violently disturbing the ratio of maximum to minimum which was established in the first year of implementation of a Pay Commission's award. They therefore, recommended 100% neutralization for the increase in cost of living for all sections of government servants and pensioners. There, however, remained the issue of erosion in the real value of other allowances which are related to salary and the employees, therefore demanded an increase in other allowances also commensurate with the increase in cost of living. Since the Government of India was appointing a Commission once in 10 years they addressed this issue by providing for increases in other allowances when the DA, as a percentage of the pay, exceeded 50%. In our State, however, since the pay revisions are taking place almost every 5-6 years the necessity for considering a part of D.A., as pay for purposes of allowances has not arisen so far.

**02.04** A characteristic feature of pay revisions has been the appointment of an Anomalies Committee immediately after the implementation of the report of the Pay Commission. The Anomalies Committees appointed prior to 9<sup>th</sup> PRC rectified many anomalies in the Pay structure suggested by the respective PRCs. However, the Anomalies Committees appointed under the chairmanship of Sri R.M. Gonela, I.A.S. (Retd.) after the 9<sup>th</sup> PRC could not make any recommendation on rectification within the period of its working. On the



demand of employees the Government instead of extending the tenure of the Anomalies Committee, announced the constitution of 10th PRC. It was for the first time that the Tenth PRC was announced by the Government before the due date of revision of pay, i.e. 5 years from the date of earlier PRC. This decision of the Government was widely welcomed by the employees. However, the grievances of employees with respect to the recommendations of 9<sup>th</sup> PRC remained unaddressed and their subsequent representations have been subsumed into this report.

**02.05** This Commission has looked at various aspects affecting the emoluments of the employees and worked out an appropriate package consisting of a streamlined Master Scale, a span of scales that avoids stagnation, ensured that the quantum of increment is consistent with the increases in the quantum of pay and that there is a reasonable increase in other allowances etc. The Commission has also adequately recognized the special needs of women employees and employees who are physically challenged in recommending special leave and enhanced allowances. This time there was no request from the employees' side either to adopt central pay scales or to look at the private sector for working out the compensation package. All the Associations relied upon the ILC norms to work out the 'minimum pay'. Variations in the minimum pay demanded by various associations are on account of i) taking the number of members in a family unit as 4 instead of 3; ii) difference in the market price of food and clothing; and iii) addition of new items of expenditure such as mobile phone, transport, fuel, gas, electricity etc., not covered by ILC norms.

**02.06.** This Commission has relied upon the ILC norms to work out the 'Minimum Pay', retained the family size of 3 and adopted the market price of food and other commodities as reported by the Directorate of Economic and Statistics. The Commission also while calculating the 'Minimum Pay' adequately provided for the new items of expenditure as demanded by most employees associations and thus made the pay structure more realistic and attractive.

## **CHAPTER – III**

### **STATE ECONOMY-AN OVERVIEW**

#### **Introduction**

**03.01** The terms of reference mandate the Pay Revision Commission to make recommendations on the revision of pay and allowances of employees of State Government, local bodies, aided institutions and non-teaching staff of universities taking into account the overall financial position of the State Government. There are a number of competing demands on the limited resources of the State Government. The demands on the resources of the State have increased considerably in recent years because of the focus on inclusive growth and the welfare of the weaker sections of the society. The associations of employees have represented to the Commission seeking considerable increase in the existing pay scales and allowances on account of among others a considerable increase in the cost of living over the last few years. Given the committed liabilities and competing demands on the resources of the State Government, these demands cannot be met fully. The Commission is of the considered view that while the pay scales of the employees have to be reasonable to attract talented people into government service and retain them, the responsibility of the State to provide its citizens basic civic amenities and its role in promoting the growth of the economy cannot be viewed in isolation. Therefore, the present financial position of the State Government, its future commitments and growth prospects of the economy are crucial for arriving at a pay structure for employees consistent with the objectives of State policy.

**03.02** Andhra Pradesh has been a middle income State. While there has been considerable improvement in the levels of per capita income, the State ranks below a number of states in terms of human development indicators. In this chapter, an attempt has been made to present an outline of the State's performance in recent years and demands on its resources to arrive at an informed view of the reasonable pay structure for employees consistent with the resource position of the State Government.

#### **Growth Performance**

**03.03.** Until the nineties, the average growth of the Gross State Domestic Product (GSDP) of the State remained below the growth of the Gross Domestic Product (GDP) of the country. In a sharp contrast to the past trends, the State economy registered a growth of 8.16 percent in 2000-01 compared with the national growth of 4.15 percent. This was facilitated by an impressive growth of 13.16 percent in the agriculture sector following a negative growth in the previous year. Since 2003-04, there has been a turnaround in the State economy and the growth of the economy has consistently been higher than the national average with the exception of 2009-10. Lower than the national growth in 2009-10 was on account of a steep fall in the growth of agriculture and industry sectors. Growth of the industry and service sectors largely contributed to the growth of the State economy since 2003-04. The growth of

the State economy which entered a higher growth trajectory in 2003-04 has been witnessing a slow down in its growth since 2008-09 following global downturn and deceleration in the growth of the national economy.

**03.04.** Though the growth of the State economy slipped from a peak of 12.02 percent in 2007-08 to 5.29 percent in 2012-13, it remained marginally higher than the national economy. Reviving the growth momentum is a major challenge for the State Government. Table-1 presents the trends in the growth rates of GSDP and the GDP.

**Table-1: Aggregate and Sectoral Growth Rates-Andhra Pradesh and India**

Period / Year	Sectoral growth %						AP - Growth of GSDP (%)	India - Growth of GDP (%)
	Agriculture		Industry		Services			
	AP	India	AP	India	AP	India		
1960-71	1.07	6.74	5.15	11.25	3.59	5.66	2.11	7.08
1970-81	1.18	7.09	5.97	0.74	5.02	4.95	3.02	5.01
1980-91	3.79	12.89	7.20	5.24	8.26	4.62	5.21	7.17
1990-01	2.95	4.02	6.56	7.33	6.43	5.19	5.42	5.29
1999-00	-2.28	2.67	3.50	5.96	8.88	12.05	4.58	8.00
2000-01	13.16	-0.01	-2.30	6.03	7.73	5.07	8.16	4.15
2001-02	-1.53	6.01	6.35	2.61	7.69	6.61	4.22	5.39
2002-03	-7.76	-6.60	12.14	7.21	6.30	6.74	2.73	3.99
2003-04	15.14	9.05	6.29	7.32	7.92	7.89	9.35	7.97
2004-05	4.44	0.18	3.95	9.81	8.27	8.28	8.15	7.05
2005-06	6.12	5.14	10.05	9.72	11.04	10.91	9.57	9.48
2006-07	1.97	4.16	17.60	12.17	12.48	10.06	11.18	9.57
2007-08	17.38	5.80	10.87	9.67	10.30	10.27	12.02	9.32
2008-09	0.76	0.09	7.15	4.44	9.50	9.98	6.88	6.72
2009-10	0.21	0.81	3.04	9.16	7.10	10.50	4.53	8.59
2010-11	7.29	7.94	7.51	9.16	11.60	9.75	9.66	9.32
2011-12	0.78	3.65	7.71	3.49	10.53	8.20	7.82	6.21
2012-13	7.13	1.91	-2.00	2.08	7.43	7.11	5.29	4.99

**03.05.** The per capita income of the State, which remained below the national average till 1999-2000, witnessed a turnaround since 2000-01. The per capita income of the State remained higher than the national average in all the years since 2000-01 partly due to higher than national average growth of the State economy and largely due to the moderation in the growth of population. The decennial growth of population in the State was 14.6 percent between 1991 and 2001 and 9.11 percent between 2001 and 2011 as compared with the national average of 21.54 per cent and 17.67 percent, respectively. In the year 2012-13 for which latest data is available, the per capita income of the State at current prices was Rs.78,177 as compared with the national average of Rs.68,757. Trends in per capita income of the State and the country are presented in Table-2.

**Table-2: Trends in Per Capita Income-Andhra Pradesh and All-India**

Period/ years	Average annual Per capita income at current prices (Rs)		Average annual growth of per capita income (%)		Ratio of per capita income of AP to all-India (%)
	AP	India	AP	India	
1960-71	4422	4965	0.26	1.23	89.1
1970-81	4904	5575	0.94	1.12	88.0
1980-91	6160	6788	3.04	3.24	90.7
1990-01	8865	9587	4.01	3.98	92.5
1999-00	15507	15881	4.26	4.56	97.6
2000-01	16622	16173	7.19	1.84	102.8
2001-02	18573	17782	11.74	9.95	104.4
2002-03	19434	18885	4.64	6.20	102.9
2003-04	21931	20871	12.85	10.52	105.1
2004-05	25321	24143	15.46	15.68	104.9
2005-06	28539	27131	12.71	12.38	105.2
2006-07	33135	31206	16.10	15.02	106.2
2007-08	39727	35825	19.89	14.80	110.9
2008-09	46345	40775	16.66	13.82	113.7
2009-10	51114	46249	10.29	13.42	110.5
2010-11	60703	54151	18.76	17.09	112.1
2011-12	68970	61564	13.62	13.69	112.0
2012-13	78177	68757	13.35	11.68	113.7

**03.06.** The deceleration in the growth of the State economy being witnessed in recent years is a matter of concern. Given the global uncertainties and domestic supply constraints, it is difficult to estimate the extent of likely slowdown in the State economy and the duration of the slowdown.

### **Section-2: Fiscal Situation of the State**

**03.07.** The finances of the State started deteriorating towards the middle of the nineties and this continued till 2002-03. Apart from the low buoyancies of State taxes and falling transfers from the Centre as a proportion of GDP, the introduction of full prohibition in the State in 1995-96, subsidized rice scheme and the losses of the State Electricity Board largely contributed to the poor health of State finances. The revenue and fiscal deficits of the State deteriorated to 1.87 percent and 4.67 percent of GSDP, respectively in 2002-03 compared with 0.47 percent and 2.90 percent in 1990-91, respectively. There has been a major improvement in State finances since about 2003-04. The major contributory factor for such an improvement is the turnaround in the growth of the State economy as well as the national economy. The enactment of Fiscal Responsibility and Budget Management Act in 2005 mandating elimination of revenue deficit and containing fiscal deficit at 3 percent of GDP and the introduction of VAT have also greatly contributed to an improvement in

the fiscal situation. The trends in the fiscal situation of the State are summarized in Table-3.

**Table-3: Fiscal situation in Andhra Pradesh - 2007-08 to 2014-15**

(Rs. Crores)

	Actual 07-08	Actual 08-09	Actual 09-10	Actual 10-11	Actual 11-12	Actual 12-13	R.E. 13-14	B.E. 14-15	Change: 2014-15 over 2007-08
I. Total revenue (a+d)	54143	62858	64678	80996	93554	103830	127772	149149	95007
a) Own revenue	35858	43042	42979	55859	64978	75874	87837	101043	65185
b) Own tax revenue	28794	33358	35176	45140	53283	59875	72443	84781	55987
c) Own non-tax revenue	7064	9683	7803	10720	11694	15999	15394	16262	9198
d) Transfers from the Centre	18284	19817	21699	25137	28576	27956	39936	48106	29822
II. Revenue expenditure	53984	61854	63448	78534	90415	102702	126749	148675	94692
III. Revenue deficit	-159	-1004	-1230	-2462	-3138	-1128	-1023	-474	-315
IV. Fiscal deficit	8787	12406	14010	11803	15402	17508	24487	25402	16615
<b>As Percentage of GSDP at Current Prices</b>									
I. Total revenue (a+d)	14.84	14.73	13.56	14.19	14.28	13.92	14.96	15.25	0.41
a) Own revenue	9.83	10.09	9.01	9.78	9.92	10.17	10.29	10.33	0.51
b) Own tax revenue	7.89	7.82	7.38	7.91	8.13	8.03	8.48	8.67	0.78
c) Own non-tax revenue	1.94	2.27	1.64	1.88	1.78	2.15	1.80	1.66	-0.27
d) Transfers from the Centre	5.01	4.64	4.55	4.40	4.36	3.75	4.68	4.92	-0.09
II. Revenue expenditure	14.80	14.49	13.31	13.75	13.80	13.77	14.84	15.21	0.41
III. Revenue deficit	-0.04	-0.24	-0.26	-0.43	-0.48	-0.15	-0.12	-0.05	0.00
IV. Fiscal deficit	2.41	2.91	2.94	2.07	2.35	2.35	2.87	2.60	0.19

**03.08.** The improvement in State finances which started in 2003-04 continued till 2007-08. While the fiscal deficit declined from 3.90 percent of GSDP in 2003-04 to 2.41 percent of GSDP in 2007-08, the revenue account improved

from a deficit of 1.55 percent of GSDP to a surplus of 0.04 percent of GSDP in the same period. This improvement in the fiscal situation was the result of marginal augmentation in revenue and compression of revenue expenditure. During this period, there was a marginal improvement in total revenue from 14.08 percent of GSDP to 14.84 percent of GSDP while the revenue expenditure witnessed a decline from 15.63 percent of GSDP to 14.80 percent of GSDP. Within the revenue, the major improvement came from the State's own tax revenue which improved from 7.23 percent of GSDP in 2003-04 to 7.89 percent of GSDP in 2007-08. The buoyancy of State VAT coupled with an improvement in the revenue from State excise duties and stamps and registration contributed to this improvement. There was also a marginal improvement in the transfers from the Centre from 4.95 percent of GSDP to 5.01 percent of GSDP in the same period.

**03.09.** Since 2008-09, there has been a moderation in the growth of revenue. The deterioration in the fiscal situation could be controlled because of a marginal moderation in revenue expenditure as proportion of GSDP. Because of considerable increase in revenue expenditure, there is an increase in the fiscal deficit from 2.35 percent of GSDP in 2012-13 to 2.87 percent of GSDP in 2013-14. The actual realization of revenue receipts in 2013-14 is likely to be lower than the budget estimate by about Rs.18,000 crore because of fall in own revenue collections as well as transfers from the Centre. The deterioration in the fiscal position of the State would have been much severe but for the reduction in interest and repayment liability following the debt consolidation and relief facility recommended by the Twelfth Finance Commission for the period 2005-10.

### **Expenditure on Salaries, Wages and Pensions**

**03.10.** Expenditure on salaries and pensions witnessed a moderation from 76.13 percent of own revenues of the States in 2000-01 to 57.54 percent in 2013-14. As a percentage of revenue expenditure, the decline is modest from 43.88 percent to 39.87 percent in the same period. Even with the moderation, over 57 percent of the State's own revenue is spent on salaries and pensions. The moderation in the expenditure on salaries and pension as a proportion of State's own revenue and total revenue expenditure is mainly because of higher growth of State revenue and revenue expenditure relative to the growth in the expenditure on salaries and pensions. In fact, expenditure on salaries is one of the fastest growing item of expenditure. Between 2001-02 and 2013-14, while the salary expenditure increased by 21.45 percent from Rs.7,791 crores to Rs.36,331 crores, expenditure on pensions increased by 16.33 percent from Rs.2,321 crores to Rs.14,209 crores.

**03.11.** There are two distinct phases in the ratios of expenditure on salaries and pensions to own revenue and revenue expenditure. The moderation in the ratios which started around 2001-02 continued till 2008-09. Between 2001-02 and 2008-09, the ratios of expenditure on salaries and pension to own revenue and expenditure declined by over 20 and 15 percentage points, respectively. But there has been a reversal of this declining

trend since 2009-10. In 2009-10, the ratio of expenditure on salaries and pensions to own revenue increased from 45.99 in the previous year to 55.25. The expenditure on salaries and pensions as a percentage of revenue expenditure increased from 31.49 in 2008-09 to 36.71 in 2009-10. The increase in the ratios is mainly on account of a slowdown in the revenues of the State Government. The increase in the ratio of expenditure on salaries and pensions to own revenue to 57.54 percent in 2013-14 from 54.93 percent in the previous year is mainly on account of the interim relief of 27 percent paid to the government employees.

**Table-4: Expenditure on Salaries and Pensions as Proportion of State's Revenue and Expenditure**

*(Rs. in Crores)*

Year	Expenditure on salaries, wages and pensions as %of			Expenditure on establishment as% of		
	Own revenue	Total Revenue	Revenue expenditure	Own revenue	Total Revenue	Revenue expenditure
1990-91	74.80	47.90	46.53	4.44	2.84	2.76
1991-92	72.56	46.62	45.39	5.11	3.29	3.20
1992-93	72.38	45.76	44.98	4.58	2.89	2.84
1993-94	70.46	44.27	45.56	4.35	2.73	2.81
1994-95	76.71	50.27	46.42	4.83	3.17	2.92
1995-96	82.28	47.70	44.38	3.79	2.20	2.04
1996-97	80.91	47.03	36.58	4.51	2.62	2.04
1997-98	66.82	42.97	40.90	3.22	2.07	1.97
1998-99	69.49	47.80	40.22	3.24	2.23	1.88
1999-00	73.28	49.93	46.52	2.65	1.81	1.68
2000-01	76.13	51.97	43.88	3.42	2.34	1.97
2001-02	66.65	46.53	41.11	3.71	2.63	2.32
2002-03	66.41	46.62	41.15	3.31	2.33	2.05
2003-04	65.47	42.42	38.21	3.37	2.18	1.97
2004-05	60.44	42.07	38.63	3.29	2.29	2.10
2005-06	58.82	39.96	39.10	2.59	1.76	1.72
2006-07	53.61	36.85	39.35	2.40	1.65	1.76
2007-08	51.13	33.86	33.96	2.28	1.51	1.51
2008-09	45.99	31.49	32.01	4.93	3.38	3.43
2009-10	55.25	36.71	37.43	5.58	3.71	3.78
2010-11	59.17	40.80	42.08	3.84	2.65	2.73
2011-12	57.72	40.09	41.48	6.69	4.65	4.81
2012-13	54.93	40.14	40.58	6.60	4.82	4.88
2013-14 (RE)	57.54	39.55	39.87	5.95	4.09	4.13
2014-15 (V/Ac BE)	52.30	35.43	35.55	5.18	3.51	3.52

## Salary Expenditure of Central Government Employees

**03.12.** In the context of analysis of the trends in the expenditure of the State government on salaries and pensions, it may be relevant to compare these trends with those of the Central Government. The comparison is not straight forward because of a number of differences. Firstly, the salary expenditure of the Centre as reported in the budget documents is exclusive of the salaries of defense personnel. Secondly, expenditure on pensions reported in the budget documents of the Centre is inclusive of defense pensions but exclusive of Railways and Department of Posts which are treated as operating expenses of these departments. Even with these differences, a broad comparison of the trends in the expenditure on salaries and pensions reveal vast differences between the State and the Centre. The broad trends in the expenditure of the Centre on salaries and pensions are presented in Table-5.

**Table-5: Expenditure of the Central Government on Salaries and Pensions.**

Year	Salaries and allowances (Rs. Crores)	Pensions (Rs. Crores)	Expenditure on Salaries and Allowances as percentage of			Expenditure on Pensions as percentage of		
			Net tax revenue	Net revenue receipts	Total revenue expenditure	Net tax revenue	Net revenue receipts	Total revenue expenditure
1997-98	25930	6881	27.10	25.06	14.38	7.19	6.65	3.82
1998-99	28904	10057	27.62	23.38	13.35	9.61	8.13	4.65
1999-00	31500	14286	24.56	20.77	12.65	11.14	9.42	5.73
2000-01	27588	14379	20.19	17.81	9.93	10.52	9.28	5.18
2001-02	29925	14436	22.41	18.84	9.93	10.81	9.09	4.79
2002-03	31420	14496	19.82	16.74	9.28	9.14	7.72	4.28
2003-04	32155	15905	17.20	14.93	8.88	8.51	7.38	4.39
2004-05	35154	18300	15.64	13.94	9.15	8.14	7.26	4.76
2005-06	37262	20256	13.85	16.64	8.48	7.53	7.41	4.61
2006-07	39854	22104	11.35	11.54	7.74	6.29	6.40	4.29
2007-08	44361	21261	10.09	10.16	7.46	4.84	4.87	3.58
2008-09	67464	32941	15.22	12.49	8.50	7.43	6.10	4.15
2009-10	89860	56149	19.68	15.69	9.86	12.30	9.80	6.16
2010-11	88651	57405	15.56	11.24	8.52	10.07	7.28	5.52
2011-12	95291	56190	15.13	12.68	8.32	8.92	7.48	4.90
2012-13	111878	63183	15.11	12.75	9.00	8.54	7.20	5.08

**03.13.** The ratios of expenditure on salaries and pensions to revenue receipts and expenditure are much lower for the Centre as compared with the State. This is because of the fact that the States are assigned more functional responsibilities than the Centre under the Constitution necessitating higher deployment of personnel in relation to revenue. Added to this, there is a vertical imbalance in the revenue of the States and the Centre. On an average the Centre collects nearly 63 percent of the combined tax revenue. Thus, the



lower ratios of salary and pension expenditure of the Centre are reflective of its higher resource base. Between 1997-98 and 2007-08, the ratio of expenditure on salaries and pensions of the Centre to net revenue receipts declined by one-third from 25.06 percent to 8.53 percent. The sharp increase witnessed in the years 2008-09 and 2009-10 is on account of the implementation of the recommendations of the Sixth Central Pay Commission and payment of arrears. After the absorption of the impact of the Sixth Pay Commission, the expenditure on salaries and pensions of the Central Government constitutes only 12.75 percent of net revenue receipts in 2012-13, while such percentage for the State is 54.93.

### Debt Servicing Burden

**03.14.** The State raises debt every year to meet its plan expenditure. The loans raised by the State Government amounted to Rs.30,537 crore in 2013-14 (RE). One of the important indicators of debt sustainability is the ratio of debt redemption (repayment + interest payments) to total debt raised in a year. The ratio of debt redemption to fresh debt raised in a year indicates the net debt available to the State. The higher the ratio, higher will be the borrowings of the State to meet the gap in its resources. The following table presents the trends in the debt redemption ratios (Table-6).

**Table-6: Trends in Debt Redemption Ratios.**

*(Rs.in Crores)*

Debt	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14 (BE)
<b>Internal Debt of the State Government</b>								
Loans raised	4236	10223	14956	18185	16478	16731	22128	30537
Repayments and interest payments	3526	4664	4745	5565	6997	6590	7433	12248
Net loan available	710	5559	10211	12620	9481	10141	14695	18288
Debt redemption ratio	0.83	0.46	0.32	0.31	0.42	0.39	0.34	0.40
<b>Loans from GOI</b>								
Loans raised	315	909	397	1569	2244	2719	1183	2693
Repayments and interest payments	2437	1978	1936	2584	2630	1919	2087	2011
Net loan available	-2123	-1069	-1539	-1016	-386	800	-904	682
Debt redemption ratio	7.75	2.18	4.88	1.65	1.17	0.71	1.76	0.75

**03.15.** During the year 2006-07, the debt redemption ratio in respect of internal debt was very high at 0.83 indicating that repayments and interest payments constituted 83 per cent of fresh loans. In the case of loans from the Centre, there is a reverse flow of resources in most of the recent years because termination of plan loans to states since 2005-06. There has been a moderation

in the redemption ratios in recent years mainly because of policy interventions. These include debt swap scheme under which the States were allowed to swap their high cost debt by low cost additional market borrowings, debt consolidation and relief facility (DCRF) and interest reset on high cost borrowings from the National Small Savings Fund (NSSF) following the recommendations of the Twelfth Finance Commission. Though the current redemption ratio for internal debt is about 0.40, it is unlikely that the lower redemption ratio will continue as nearly 48 percent of the outstanding market loans are due for repayment in the next five to seven years.

**03.16.** Apart from the debt-redemption ratios, the Central Finance Commissions have been recommending certain desirable ratios with a view to maintaining debt sustainability. The Eleventh Finance Commission (2000-05) considered that interest payments as a proportion of revenue receipts of States should not exceed 18 percent for maintaining a sustainable debt level. The Twelfth Finance Commission (2005-10) felt that a debt-GSDP ratio of 28 percent would be consistent with sustainable debt levels. The Commission also felt that ideally interest payments as a percentage of revenue receipts should stabilize around 17 percent. The Thirteenth Finance Commission (2010-15) considered that a debt-GSDP ratio of 25 percent for all States was feasible. There has been a moderation in the ratios of interest payments to revenue receipts and debt-GSDP ratio. These are currently within the limits considered sustainable by the Central Finance Commissions (Table-7). As indicated earlier, the improvement was mainly on account of debt swap scheme, DCRF, reduction of interest rate on outstanding loans from NSSF, the effect of which has started tapering off. The bunching of repayments of market borrowings in the next five years will exert pressure on the debt sustainability ratios.

**Table-7: Debt Sustainability Ratios in Andhra Pradesh**

*(Rs. in Crores)*

Debt	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14 (BE)
Interest Payments	7280	7589	8057	8914	9675	10561	11662	14519
Revenue Receipts	44245	54143	62858	64678	80996	93554	103830	127772
Interest Payments as Percentage of Revenue Receipts (%)	16.45	14.02	12.82	13.78	11.94	11.29	11.23	11.36
Outstanding Debt	75400	82479	93568	108006	121744	135653	152465	179638
GSDP at Current Prices	301035	364813	426765	476835	570992	655181	745782	858959
Outstanding Debt as Percentage of GSDP (%)	25.05	22.61	21.93	22.65	21.32	20.70	20.44	20.91

**03.17.** As observed by the Reserve Bank of India (RBI) in its Study of State Budgets for the year 2013-14 the conventional debt sustainability analysis though useful may not provide a comprehensive assessment of debt sustainability as it is based on a narrow coverage of debt and excludes contingent implicit and off-budget liabilities. Apart from issues of debt coverage this analysis is generally done in a static framework and therefore it does not account for fiscal and economic behaviour in response to shocks (sensitivity analysis) and fiscal vulnerabilities (stress-testing exercise).

**03.18.** Apart from the Government guarantees there are likely to be contingent liabilities on account of projects under public-private partnerships (PPP). Faced with resource constraints and growing infrastructure needs the State Government is constrained to undertake investment projects through PPP route. Two types of liabilities will arise on account of PPP projects. These are both current and deferred liabilities as well as contingent liabilities arising on account of guarantees issued to Special Purpose Vehicles (SPV) or State undertakings to facilitate borrowings by them. The explicit and deferred liabilities in the case of PPP projects arise from annuity payments over a number of years. PPP projects may also result in contingent liabilities arising out of obligations to compensate private sector partners in the event of changes in specifications breach of obligation or termination of contract. The traditional debt sustainability ratios do not capture these liabilities. The number of PPP projects currently under implementation in the State is 169 with an estimated investment of over Rs.58000 crore. Another 37 projects are in the pipeline with an investment of Rs.8000 crore.

**03.19.** Another major liability for the State Government is on account of its participation in the financial restructuring plan (FRP) of power distribution companies. The fiscal implications of the FRP for participating states are linked to four major aspects: (i) issuance of bonds by the state-owned power distribution companies (discoms) with respect to 50 per cent of short-term liabilities (STL) as on March 31 2012 and its subsequent replacement through issuance of special securities by the state governments and (ii) issuance of guarantees towards interest and principal repayment of the balance 50 per cent of STL to be restructured by banks/FIs governments arising from their participation.

### **Subsidies**

**03.20.** The subsidy burden of the State Government is significant and is increasing year after year on account of the continued focus on inclusive growth extension of the coverage of the existing subsidy scheme and introduction of new schemes. Food subsidy to Andhra Pradesh Transmission Corporation (APTRANSCO) and fee reimbursement and payment of scholarships are the major subsidy schemes being administered by the Government of Andhra Pradesh. The food subsidy is on account of distribution of Re.1 per kg. rice to 2.35 crore families in the State. Subsidy to APTRANSCO is on account of supply of free electricity to farmers. Under the fee reimbursement

scheme introduced in 2008 students belonging to weaker sections pursuing professional courses are reimbursed tuition fees. The expenditure on these schemes had increased from Rs.6,939 crore in 2008-09 to Rs.12,296 crore in 2013-14 (Table-8).

**03.21.** During the year 2013-14 the Government had introduced a new scheme called “Amma Hastam”. Under the scheme essential commodities are being supplied in a package for Rs. 185 per month. The package includes one Kg. of toor dal one litre of palm oil one kg. of whole wheat atta one kg. of wheat half a kg. of sugar one kg. of salt quarter kg. of chilli powder half a kg. of tamarind and 100 grams of turmeric powder. The expenditure on this scheme is estimated at over Rs.400 crore in 2013-14. The State Government introduced another unique scheme called “Bangaru Talli” aimed at emancipating the status of the girl child eliminating the practice of female feticide and eradicating trafficking in girl children. To give statutory backing the State Government enacted the Andhra Pradesh Bangaru Talli Girl Child Promotion and Empowerment Act in June 2013. The scheme envisages periodic payments to the girl child right from her birth to the completion of collegiate education. This is likely to impose additional burden on the exchequer.

**03.22.** The implementation of the Right to Food Act is estimated to impose an additional financial burden of over Rs.1000 crore per annum on the State Government.

**Table-8: Expenditure on Major Subsidies by the State Government**

(Rs.in Crores)

Type of subsidy	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14 (RE)
Power subsidy	1367	1175	3385	3212	3646	4300	6178	5700
Rice subsidy	704	880	2201	2350	2250	2280	2500	3000
Scholarships	332	555	815	760	504	781	887	618
Reimbursement of Tuition Fee	0	120	538	719	1764	2433	3173	2979
<b>Total</b>	<b>2403</b>	<b>2730</b>	<b>6939</b>	<b>7041</b>	<b>8164</b>	<b>9794</b>	<b>12737</b>	<b>12296</b>
Expenditure on major subsidies as % of Revenue Expenditure	7.17	6.20	12.09	12.50	11.91	11.64	13.35	11.13

### Human Development Index

**03.23.** The accepted norm of what constitutes economic development had undergone a paradigm shift. The concept of development is now considered to be more comprehensive and goes beyond the mere material dimension of increase in per capita income and is complemented by non-material dimensions like education health and access to basic amenities. Average per capita income has no meaning if people lack basic education health and minimum standard of living. Human Development Index (HDI) is a

comprehensive index that measures the overall status of a State in terms of education knowledge and standard of living. Further as recognized by the United Nations Development Programme (UNDP) the HDI which is basically an average across the three dimensions of health education and income conceals disparities in human development across population within a State. Two States with different distributions of achievements can have the same average HDI.

**03.24.** The inequality adjusted HDI (IHDI) computed by the UNDP takes into account not only the average achievements of a State on these three parameters but also how these achievements are distributed among its citizens by discounting each dimension's average according to its level of inequality. The IHDI for 19 major States computed by the UNDP are presented in the table below (Table-9). Andhra Pradesh ranks 12<sup>th</sup> among 19 states and below the southern States of Kerala, Karnataka and Tamil Nadu. It is a matter of concern that the IHDI in the State is even lower than that States like West Bengal Assam Himachal Pradesh and Uttarakhand. This is indicative of the imperative to improve the HDI in the State by improving education and health facilities.

**Table-9: Inequality Adjusted Human Development Index**

State	Human Development Index (HDI)	Inequality Adjusted Human Development Index (IHDI)	Rank HDI	Rank IHDI
Andhra Pradesh	0.485	0.332	11	12
Assam	0.474	0.341	12	11
Bihar	0.447	0.303	18	16
Chhattisgarh	0.449	0.291	17	18
Gujarat	0.514	0.363	8	7
Haryana	0.545	0.375	5	6
Himachal Pradesh	0.558	0.403	3	3
Jharkhand	0.464	0.308	15	14
Karnataka	0.508	0.353	10	9
Kerala	0.625	0.520	1	1
Madhya Pradesh	0.451	0.290	16	19
Maharashtra	0.549	0.397	4	4
Orissa	0.442	0.296	19	17
Punjab	0.569	0.410	2	2
Rajasthan	0.468	0.308	14	13
Tamil Nadu	0.544	0.396	6	5
Uttar Pradesh	0.468	0.307	13	15
Uttarakhand	0.515	0.345	7	10
West Bengal	0.509	0.360	9	8
<b>India</b>	<b>0.504</b>	<b>0.343</b>		

*Source: UNDP: Inequality Adjusted Human Development Index for India's States-2011*

## Conclusion

**03.25.** The analysis presented above brings out the fact that there has been a turnaround in the State finances and economy since 2003-04 facilitated by the enactment of the FRBM Act and introduction of VAT and favourable global economic situation. The momentum in growth and improvement in State finances suffered a setback following the global downtrend and domestic

supply constraints and the resultant slowdown in revenue collections and transfers from the Centre.

**03.26.** There has been a significant fall in the poverty ratios in the State. The overall poverty ratio in the State is 9.20 percent which is much below the national average of 21.92 per cent in 2011-12. It is a matter of concern that the increase in the per capita income and reduction in the poverty levels in the State have not translated into an improvement in the HDI. Ensuring that the fruits of development result in an improvement in HDI is a major challenge for the State.

**03.27.** The recent deceleration in growth of the economy is of serious concern. Putting the growth momentum back on track will remain the major task of the State Government. So far the State finances have remained sustainable but there are incipient signs of stress. The commitments of the State Government are likely to increase significantly following the introduction of new welfare schemes liabilities on account of PPP projects financial restructuring of DISCOMS and implementation of Right to Food Act. The proposed reorganization of the State is likely to result in additional commitments.

**03.28.** In the context of the growing commitments of the State the Commission has to tread the fine line between economic rationale and the aspirations of the employees and arrive at a judgment on how much of the State's resources can be spared for providing for an increase in the salaries and pensions of employees. Despite the constraints the Commission is of the considered view that reasonable increases are necessary to attract talented people to government service to retain them and to nurture in them a sense of commitment to public service. We have tried to strike a balance between the welfare of the people and the need for a fair and reasonable increase in pay and allowances. Our recommendations have been formulated keeping in view the need for meeting the legitimate aspirations of the employees without compromising on the responsibilities of the State towards the welfare of its people.

## CHAPTER – IV

### APPROACH TO PAY REVISION

**04.01** The Pay Revision Commissions have in the past laid down several principles to be followed for evolving the pay structure of government servants. The Varadachariar Commission (1946-47) introduced the principle that as a matter of policy the lowest rate of remuneration should not be lower than a “living wage” and that the highest salaries should also as a matter of social policy be kept down as far as possible consistent with essential requirements of recruitment and efficiency. The minimum and maximum having been so determined, the intermediate salaries were fixed by the Commission largely on considerations of maintaining or establishing satisfactory vertical relativities within a service or a hierarchy of services, and horizontal relativities between one set of services and another. The Second Central Pay Commission (1957-58) observed that in the matter of minimum wage, the requirement of social policy was that an employee should be assured of the satisfaction of certain human and social needs, and in regard to the highest salaries, the requirement is that the salaries should while be sufficient to attract persons with the requisite talents and qualifications, and to retain them in service with their efficiency and keenness unimpaired, need not be such as would compare with the highest salaries in outside employments. The Commission was of the view that “sound and equitable internal relativities should be the most important single principle to be followed in the determination of intermediate salaries”.

**04.02** The Third Central Pay Commission (1970) held the view that pay determination should take into account the initial qualifications, the training and skill, and the physical and intellectual endowments which the person brought to bear on the post. Further, the difficulty and complexity of the task to be performed as well as the responsibility to be undertaken should be given considerable weight. The third Pay Commission went beyond the idea of minimum subsistence that was adopted by the first Pay Commission. The commission report says that the true test which the government should adopt is to know whether the services are attractive and it retains the people it needs and if these persons are satisfied by that they are getting paid. The Fourth Central Pay Commission (1983) held the view that the pay of a post should be such as to attract persons of the required qualifications and calibre to fill it and the pay also should be sufficient and satisfactory enough to motivate the employee for efficient performance of his duties and responsibilities with a sense of rectitude.

**04.03.** The Fifth Central Pay Commission (1994) reiterated three characteristics of a sound pay structure-inclusiveness, comprehensibility and adequacy. Inclusiveness implied that the broad patterns of pay scales that have been adopted for the civil services will be uniformly applied everywhere, especially in areas where some autonomy has been provided. Coming next to comprehensibility a pay scale should normally give a total picture of the emoluments of a post, rather than being fragmented into a number of allowances. The third requirement was that of adequacy. Government

employees should not have a feeling that their emoluments were inadequate with respect to their skills, educational qualifications, experience, duties and responsibilities, but also as compared to their peers outside the Government. The Sixth Central Pay Commission (2006) noted that the role of Government itself was undergoing a change from a monopolistic supplier to be that of a facilitator and regulator in the various economic activities, and in that background sought to devise a pay package which would not only provide enough incentive to retain the brightest officers in the Government set up but also attract the best to join it in future.

**04.04.** Pay Revision Commissions in Andhra Pradesh have largely followed the accepted norms for salary determination evolved by various Central Pay Commissions. The 1978 Commission adopted the broad principle that services and posts whose duties and responsibilities are comparable should, other relevant circumstances being the same; carry substantially the same or comparable rates of remuneration. The PRC (1986) observed that it was well recognized that in addition to qualifications, pay scales are for duties as discharged and as such the aspects of the nature and breadth of duties, was also important. The 1993 Commission had no hesitation in holding that educational qualification alone could not serve as an adequate and sole guiding principle or factor in the determination of pay scales. It held that grouping of posts by the public service commission for conducting examinations etc., for recruitment was merely a matter of administrative convenience and did not constitute a value judgment in regard to the relativities of these posts. The 1993 Commission held the view that the existing and traditional relativities both horizontal and vertical could be used as the basic framework, bringing about only essential changes needed to reflect significant changes in the functional content of the various jobs and correction of glaring distortions which might have crept in and that this exercise inevitably would be judgemental, based on informed discussions with Associations representing various categories of employees and the Heads of Departments and Secretaries to the State Government.

**04.05.** The PRC (1999) held the view that the lowest rate of remuneration should not be lower than a living wage and that the highest salaries also should be kept down as far as possible as a matter of social policy (i.e. the need to reduce disparities) consistent with the essential requirements of recruitment and efficiency. While there were several definitions of living wage, a common sense interpretation was that it is one which would enable the employee to maintain himself and his family of three or four in reasonable comfort and to live in dignity as expected of a person of his official/social status. The PRC (2005) went by the principle that a sound pay structure should satisfy the important norms of inclusiveness, comprehensibility and adequacy, and of fixing the scales based on qualifications prescribed for recruitment. The Commission also sought to bring parity for similar posts having similar qualifications and scales. The PRC 2010 observed that over a period of time certain relativities had been established and a hierarchical structure had also been built up in the pay scales, but then every Pay Commission had to face the dilemma of maintaining either the existing parities



or alter some of the parities depending upon the changing needs of the Government and perceptions about the availability of the skilled manpower and the ability of the Government to attract those skilled people into Government service.

**04.06.** The Pay Revision Commissions also assess the changes taking place in priorities of Government which find expression in the form of new schemes, the mechanism for implementation of these schemes, the availability of qualified manpower to achieve the objectives of the schemes and the incentives to be built in through an appropriate pay structure to enthruse existing incumbents and attract new talent into the service. In this process the pay scales get revised and the parities that once existed in pay may get altered and this sometimes leads to representation from employees of anomaly in pay scales. Other issues generally raised by most associations relate to variation in pay structure at the entry level in uniformed and technical services, in services recruited through a common entrance examination, and in allied services. The representations seeking parity in scales are based on similar academic qualifications, and the size of the territorial jurisdiction etc. These issues have been held not to be valid as academic qualifications alone cannot constitute the basis for determination of pay because conduct of common entrance examination can be a matter of convenience and not be the justification for equal pay and that territorial jurisdiction is determined with reference to the intensity and quality of work and not be a bench mark for pay scales etc. What determines the pay scale ultimately is a combination of many factors.

**04.07.** This Commission has followed these principles to a great extent in evolving the new pay structure for the employees. In our view, pay structure of posts should be such as to inspire persons of required qualifications and calibre to fill it and be sufficient to motivate the employee for efficient performance of his duties and self-fulfilment of responsibilities. Minimum pay has to be fixed at a level as would enable the employee to maintain himself and his family in reasonable comfort and to live in dignity as expected of a person of his official / social status. This commission has within the framework of ILC norms incorporated 10 per cent of the expenditure on food, clothing and other miscellaneous items in minimum pay to neutralise the cost to employees of new items of expenditure like transport, education, household accessories, mobile phone and Internet usage etc., in addition to recreation and festivals.

**04.08.** This Commission has used the existing and traditional relativities both horizontal and vertical in the pay structure of different sets of government employees as the basic framework, bringing about only essential changes needed to reflect the changes, if any, in the entry level qualifications, to rectify anomaly and/ or to maintain two stage step up for promotion posts falling under the ambit of Automatic Advancement Scheme.

**04.09.** The Commission has narrowed down the variations in salaries of employees similarly placed, more so in Group-I and II services where recruitment is done through APPSC. Similarly, gap in pay at the entry level is narrowed, though not completely eliminated, for many technical services such

as Medicine, Engineering, Legal, Agriculture etc. Pay scale at the level of Joint Director / Deputy Director/ Assistant Director is largely kept at the same level across the Departments, to bring in harmony in inter-departmental functioning. We have also sought to rationalise the pay structure of the non- cadre Heads of Departments and of the Additional Directors where the post of the HOD is occupied by Cadre officers, to provide ample opportunity for growth within the Department. Important factors considered while fixing the Scales of Pay for the HOD and the Additional Directors are a) the span of jurisdiction; b) number of Unit Officers; c) Budget handled; d) number of employees in the Department; and e) degree of interaction with stake holders, viz public, non-officials, government agencies etc.

**04.10.** The Task Force appointed for evolving pay structure for Engineering Departments did a commendable work in articulating the aspirations of Engineers for a better scale of pay at the entry level and we have substantially accepted its recommendations. However, in doing so we had to give up the traditional one stage difference in the scale of Pay of Assistant Engineer (AE) and Assistant Executive Engineer(AEE) at the entry level.

**04.11.** This Commission spent considerable time in analysing the pay structure of uniform staff, particularly in Police, Prisons, Fire, Forest, Transport and Excise Departments and improved the scales of pay at various levels. The major challenge was to fix the pay at the initial level of Constable and equivalent. In the Departments, where the entry level qualification of Constable and equivalent is raised to Intermediate, we have harmonised the pay scale by allowing stage improvements. In the Department of Forest and Excise, entry level pay of constables can be brought on par with other uniformed services only when the entry level qualification is likewise enhanced.

**04.12.** In the Medical, Health and Family Welfare Department, a significant decision taken is to narrow down the difference in the pay scales of Doctors working in AYUSH Department, Visa Vis., the Medical Department on the allopathic side. This has been done keeping in mind the similarity in the course content and duration of studies at the graduate as well as the P.G.levels and to give due importance to the Indian System of Medicine. Panchayat Raj is yet another department that has received our due attention in the revision of pay scale, to give to the post of Panchayat Secretaries adequate importance that it deserves for improving the local self governance.

## CHAPTER - V

### RECOMMENDED PAY SCALES

**05.01.** The Pay Revision Commission 1993 introduced the concept of 'Master Scale' for the first time. This has the advantage of a single running scale for the entire gamut of the State employment, individual scales assigned to the posts / categories being merely segments thereof and the merit of predictability. For determining the Master Scale, factors taken into consideration are i) Minimum and Maximum pay; ii) Number of pay scales; iii) Span of pay scales at various levels; iv) Rates of increments; and v) Inter - scale relativity. This concept of 'Master Scale' is being continued with slight modifications from time to time by the successive Pay Revision Commissions. This time also the employees and their associations have overwhelmingly endorsed for the continuation of 'Master Scale', with minor modifications.

**05.02.** Following the earlier precedent, **this Commission recommends the continuation of 'Master Scale', and suggests in the following paragraphs a new scale of pay for adoption.** In the new scale we have ensured that there is a reasonable increase in the quantum of increment in absolute terms so that at no point the employee would face a situation of reduced quantum of increment as a result of fixation of pay in the revised pay scales and that the quantum of increment is not only reasonable but also attractive. We have also increased the span of the scales to accommodate people with long service so that they would not stagnate and will continue to get the benefit of increments. **In the event of stagnation which should not normally arise, we recommend grant of up to five stagnation increments.**

#### **Minimum Pay:**

**05.03.** Majority of Employees' Associations have suggested for the fixation of 'Minimum Pay' ranging from Rs.10000/-per month to Rs.16150/-per month adopting the norms evolved by the 15<sup>th</sup> International Labor Conference. However, in doing so some Associations have calculated the minimum pay by taking 4 members into account in a family unit and not 3 as earlier, on the ground that the maximum age of recruitment into the government service had been enhanced to 36-43 years, and many people having wife and two children were now entering the service.

**05.04.** The **A.P. Secretariat Employees Federation** has in its memorandum stated that a sound salary system needs to possess (a) inclusiveness, (b) comprehensibility, and (c) adequacy both internal and external. The pay structure needs to be commensurate with the degree of skill, responsibility undertaken, mental and physical requirement, minimum educational qualifications and promotional avenues etc. Hence the request is to adopt better scientific reasons/ criteria in arriving at the minimum basic pay and also a good master scale that takes care of the needs of the employees in future also. It is further stated in the Memorandum that per capital income of the state Government is doubled in a span of five years from Rs.33,135/- during

2006-07 to Rs.68,970/- in 2011-12. The same is at Rs.77,277/- per annum at current prices for the year 2012-13. The nuclear family consisted of husband and wife, two children and a dependant parent. The per capita income for five members come to Rs.3,86,385/- per annum or an amount of Rs.32,199/- per month. Hence income of a low paid employee cannot be less than the per capital income and suggested for a minimum pay of Rs.16,000/- and a maximum of Rs.1,65,850/- and a fitment of 75%.

**05.05.** The **Telangana Gazetted Officers Central Association** has worked out the 'Minimum Pay' by following three different methods, namely, Expenditure method, Calorie intake method and Income method and arrived at Rs.15,000/- to be fixed as Minimum Pay. According to the Association the monthly per capita expenditure of the household with four members as family worked out to Rs.14,703/- and hence it was essential to have at least Rs.15,000/- as Minimum Pay with the fitment of 69.10%.

**05.06.** The **TNGOs Central Union** has while reiterating similar facts, have taken 4 members in a family unit for calculating the minimum pay and suggested for a minimum pay of Rs.15,000/- and a maximum scale of Rs.1,25,640/- with a fitment of 69.10%.

**05.07.** The **Telangana Girijan Upadya Sangam (TGUS)** have suggested a Minimum Pay of Rs.15,500/- and the Maximum Pay of Rs.1,46,000/- with a fitment of 80%.The **Telangana Teachers Federation (TTF)** have suggested a Minimum Pay of Rs.14,850/- and the Maximum Pay of Rs.1,33,020/- by proposing at least four members as a family instead of three members. The fitment proposed is 60% with effect from 1.7.2013.The **Telangana United Teachers' Federation** have in their Memorandum proposed adoption of Master Scale with a Minimum Pay of Rs.15,250/- and Maximum Pay of Rs.1,16,770/-, with a fitment of 56%. The **Progressive Recognized Teachers Union Telangana** have similarly proposed Minimum Pay of Rs.15,500/- and a Maximum Pay of Rs.1,46,000/- with a fitment of 70%. The **Telangana Regional Teachers Union** have calculated the need based Minimum Pay of Rs.15,950/- to be fixed as Minimum Basic Pay and a Maximum Pay of Rs.1,29,350/- with a fitment of 75%. The **Dalitha Girijana Teachers Union** have demanded a Minimum Pay of Rs.14,720/- and a Maximum Pay of Rs.1,38,140/- with ratio of 1:9.4 between the Minimum and Maximum Pay.

**05.08.** The **A.P. Teachers Federation** in their representation has mentioned that the prices of consumer items were on higher side in open market as in March, 2013, when compared to Labour Bureau prices. The cost of cooking gas and house rents, medical reimbursements and electricity may have to be taken into consideration, while determining minimum pay of the employee. For the above items 15% more expenditure is required. Taking into consideration the family unit as comprising of 4 members, the request is to fix Rs.15,000/- as a minimum pay and Rs.1,22,300/- as the maximum pay, with a fitment of 69%.

**05.09.** The **P.R.T.U, Hyderabad** in their representation has stated that minimum requirement of pay for the lowest employee would be around Rs.14,200/- per month by taking into account the prevailing cost of essential commodities as on 1/2/2013 which included the cost of Gas Cylinder of Rs.415/. The Union suggested for adoption of a 3 member family as one unit and for a ratio of minimum and maximum pay to be 1:9.7 (14,200 : 1,37,620) with fitment @ 60%. The **A.P.U.T.F** in their representation have suggested to take 4 member family as one unit and calculated minimum needs of a family to be Rs.19,600/- pm, inclusive of Electricity, Fuel, expenditure on Education and Health. However, it requested for Rs.15,000/- pm fixed as a minimum pay and Rs.1,41,330/- pm to be the maximum pay. The ratio between minimum and maximum pay is proposed to be 1:9.42 and fitment for pay fixation in the revised pay scales 2013 to be @ 60 %.The **STU AP** in their representation has after inclusion of rates of Fuel charges, Electricity charges, Transport charges and Medical expenditure determined the minimum pay to be fixed as Rs.15,200/- pm and suggested a ratio between minimum pay and maximum pay to be 1 : 9.56 and fitment @ 62%.

**05.10.** The **A.P.N.G.Os association** in their representation, has stated that recent trends of human necessities and living conditions have not been reflected in the earlier method of calculation of Need Based Minimum Wage and the method adopted by Indian Labour Organization during the year 1960 is being followed even now which is not practical. Keeping in view of the recent trends in living conditions, they have arrived at the Need Based Minimum Wage of Rs.15,000/- P.M, duly taking into 3 members of family as one unit. They have proposed to include Latest essential items i.e Education, medical expenses, cell phone, Transport, Drinking water, Gas, electricity and House rent. They have proposed for Master Pay scale concept, with a minimum pay of Rs.15,000/-p.m. and a maximum pay of Rs.1,37,600/- p.m. (ratio being 1 : 9.17) with 32 grades and 80 segments. They have also proposed for a fitment of 69% and increments ranging from 2.198% to 3%.

**05.11.** The **Udyogakranti** has worked out the minimum pay duly taking 4 members of family as unit, taking into 2600 calories in taking, shelter, clothing and expenditure on education. The minimum pay is suggested as Rs.20000/- and the maximum pay is Rs.161300/- per month, duly taking in to account 60% DA as on 1-7-2013. The ratiobetween minimum and maximum pay being 8.065% and also suggested for continuation of master scale concept with 32 grades.

**05.12.** Majority of the employees associations have in their representations recommended for the adoption of ILC norms for calculating the Minimum Pay, with some modifications. The modifications proposed are i) to take 4 members in a family unit instead of 3, as the minimum age of recruitment into the Government service had been increased and many people having two children were now entering the Government service, and ii) Inclusion in the minimum pay calculation of new items of expenditure such as fuel, electricity, cooking, gas, internet and cell phone, water etc., as additional

expenditure on these items had become inevitable and part of the day to day life.

**05.13.** This Commission has accordingly decided to follow the ILC norms for determining the need based 'Minimum Pay'. We have not agreed to increase the size of the family unit from 3 to 4 for minimum pay calculation as increase in the age for recruitment into the Government service is only a concession and this will keep changing from time to time and only a very small proportion of new entrants belong to the extended entry age group. In so far as new items of expenditure are concerned, we find that there is a substantive ground to inbuilt into the Minimum Pay structure, the additional expenditure now being incurred by employees on new items such as transport, education, household accessories, mobile phone and internet usage etc. We have accordingly incorporated in the Minimum Pay structure, 10% of the total expenditure on food and clothing and other miscellaneous items towards these new items of expenditure, in addition to recreation and festivals.

**05.14.** The table below shows the calculation of the need based minimum wage after incorporating the above change:

#### Need based Minimum Wage

Items @	Per Day PCU (in gms)	Per Month 3 CU (in Kg)	Price per KG as per rates on 01.07.2013 (In Rupees)	Total cost per month (as on 01.07.2013) (In Rupees)
Rice	475	42.75	34.99	1495.82
Dal Toor/Urad/Moong	80	7.2	73.99	532.73
Raw Vegetables	100	9.00	34.39	309.51
Green Leaf Veg	125	11.25	32.20	362.25
Other Veg Onion,Potato, Tomato	75	6.75	24.75	167.06
Fruits	120	10.8	71.38	770.90
Milk (18 Ltrs)	200 ml	18	37.44	673.92
Sugar/Jaggery	56	5.00	41.66	208.30
Edible Oil	40	3.6	138.67	499.21
Fish		2.5	272.86	682.15
Meat		5.00	395.55	1977.75
Egg		90	3.67	330.30
Detergents etc., Bath & washing soap, washing powder etc.,			329.25	329.25
Clothing#	5.5 mtrs per month	5.5	271.17 Per Mt.	1491.43
<b>Total</b>				<b>9830.58</b>
Misc.* @20%				<b>1966.11</b>
<b>Total</b>				<b>11796.69</b>
Addl.Expr. ** 10%				<b>1179.67</b>
<b>Minimum Wage</b>				<b>12976.36 or say 13,000</b>

PCU = Per Day Consumption Unit

3 CU = Three Consumption Unit

\* = 20% Miscellaneous charges towards fuel, gas, electricity, water etc.

\*\* = Includes expenditure on new items viz. transport, education, household accessories, mobile phone and Internet usage etc., in addition to recreation and festivals.

#Clothing as prescribed is 70 yards per year. This works out to about 5.5 mts per month and the cost includes the ancillary charges like stitching etc.

**The Commission therefore recommends the minimum pay for the lowest paid employees to be Rs.13,000/- per month as on 1.7.2013.**

### **Maximum Pay**

**05.15.** The Employees' Associations have suggested a ratio ranging from 1:7.3 to 1:10 between the minimum and maximum pay. For working out the 'Maximum Pay', the Commission has kept in mind the following three principles:

- a) Annual increment to range from 3% of the pay in initial stage to 2.33% finally.
- b) Existing quantum of increment to be nearly doubled in line with increase of pay; and
- c) Periodicity of increase in increment to be 3 years;

**05.16.** The Commission accordingly worked out a 'Maximum Pay' of Rs.1,10,850/-, which represents a Minimum to Maximum ratio of 1:8.527.

### **Master Scale and its Segments:**

**05.17.** The minimum and the maximum having been fixed the issue now for consideration is the number of scales which are to be carved out of the Master Scale and the span of each one of the scales. **Keeping in view the predominant view of employees, the Commission recommends the 'Master Scale' to comprise of 32 grades and 80 segments. Since the tradition in the State has been to revise the pay every five years, the DA sanctioned as on 1/7/2013 is subsumed in the Revised Pay Scale. The new Master Scale recommended by this Commission for adoption from 1/7/2013 is as follows:**

**Rs.13000-390-14170-430-15460-470-16870-510-18400-550-20050-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910-2020-84970 - 2160- 91450- 2330- 100770-2520-110850(80)**

**05.18.** A comparative statement giving the existing Master Scale and the corresponding segments in the revised Master Scale and the span of each of these scales is given in the following table.

<b>Grade</b>	<b>EXISTING SCALE - 2010 (Rupees)</b>	<b>Grade</b>	<b>REVISED SCALE - 2014 (Rupees)</b>
Master Scale	<b>6700-200-7300-220-7960-240-8680-260-9460-280-10300-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700-750-29950-800-32350-850-34900-900-37600-970-40510-1040-43630-1110-46960-1200-51760-1300-55660 (80)</b>		<b>13000-390-14170-430-15460-470-16870-510-18400-550-20050-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910-2020-84970-2160-91450-2330-100770-2520-110850 (80)</b>
I	6700-200-7300-220-7960-240-8680-260-9460-280-10300-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110(40)	I	13000-390-14170-430-15460-470-16870-510-18400-550-20050-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-40270 (40)
II	6900-200-7300-220-7960-240-8680-260-9460-280-10300-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-20680(40)	II	13390-390-14170-430-15460-470-16870-510-18400-550-20050-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-41380 (40)
III	7100-200-7300-220-7960-240-8680-260-9460-280-10300-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21250 (40)	III	13780-390-14170-430-15460-470-16870-510-18400-550-20050-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490 (40)
IV	7520-220-7960-240-8680-260-9460-280-10300-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-22430 (40)	IV	14600-430-15460-470-16870-510-18400-550-20050-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-44870 (40)
V	7740-220-7960-240-8680-260-9460-280-10300-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23040 (40)	V	15030-430-15460-470-16870-510-18400-550-20050-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060 (40)
VI	7960-240(2)-8680-260-9460-280-10300-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650(40)	VI	15460-470-16870-510-18400-550-20050-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-47330 (40)
VII	8440-240(1)-8680-260-9460-280-10300-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-24950(40)	VII	16400-470-16870-510-18400-550-20050-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-(40)



<b>Grade</b>	<b>EXISTING SCALE - 2010 (Rupees)</b>	<b>Grade</b>	<b>REVISED SCALE - 2014 (Rupees)</b>
VIII	9200-260-9460-280-10300-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27000 (40)	VIII	17890-510-18400-550-20050-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950 (40)
IX	9460-280-10300-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700(40)	IX	18400-550-20050-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-55410 (40)
X	10020-280-10300-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700-750-29200 (40)	X	19500-550-20050-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330 (40)
XI	10900-300-11200-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700-750-29950-800-31550 (40)	XI	21230-590-21820-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-(40)
XII	11530-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700-750-29950 -800-32350-850-33200 (40)	XII	22460-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-66330 (40)
XIII	11860-330-12190-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700-750-29950-800-32350-850-34050 (40)	XIII	23100-640-23740-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990 (40)
XIV	12550-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700-750-29950-800-32350-850-34900-900-35800 (40)	XIV	24440-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660 -67990-1760-71510 (40)
XV	12910-360-13270-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700-750-29950-800-32350-850-34900-900-36700 (40)	XV	25140-700-25840-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270 (40)
XVI	13660-390-14440-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700-750-29950-800-32350-850-34900-900-37600-970-38570(40)	XVI	26600-760-28120-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-77030 (40)

<b>Grade</b>	<b>EXISTING SCALE - 2010 (Rupees)</b>	<b>Grade</b>	<b>REVISED SCALE - 2014 (Rupees)</b>
XVII	14860-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700-750-29950-800-32350-850-34900-900-37600-970-39540 (38)	XVII	28940-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910 (38)
XVIII	15280-420-15700-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700-750-29950-800-32350-850-34900-900-37600-970-40510 (38)	XVIII	29760-820-30580-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910-2020-80930 (38)
XIX	16150-450-17050-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700-750-29950-800-32350-850-34900-900-37600-970-40510-1040-42590 (38)	XIX	31460-880-33220-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910-2020-84970 (38)
XX	18030-490-18520-530-20110-570-21820-610-23650-650-25600-700-27700-750-29950-800-32350-850-34900-900-37600-970-40510-1040-43630 (35)	XX	35120-950-36070-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910-2020-84970-2160-87130 (35)
XXI	19050-530-20110-570-21820-610-23650-650-25600-700-27700-750-29950-800-32350-850-34900-900-37600-970-40510-1040-43630-1110-45850 (35)	XXI	37100-1030-39160-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910-2020-84970-2160-91450 (35)
XXII	20680-570-21820-610-23650-650-25600-700-27700-750-29950-800-32350-850-34900-900-37600-970-40510-1040-43630-1110-46960(33)	XXII	40270-1110-42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910-2020-84970-2160-91450-2330-93780 (33)
XXIII	21820-610-23650-650-25600-700-27700-750-29950-800-32350-850-34900-900-37600-970-40510-1040-43630-1110-46960-1200-48160(32)	XXIII	42490-1190-46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910-2020-84970-2160-91450-2330-96110 (32)
XXIV	23650-650-25600-700-27700-750-29950-800-32350-850-34900-900-37600-970-40510-1040-43630-1110-46960--1200-49360 (30)	XXIV	46060-1270-49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910-2020-84970-2160-91450-2330-98440 (30)
XXV	25600-700-27700-750-29950-800-32350-850-34900-900-37600-970-40510-1040-43630-1110-46960--1200-50560 (28)	XXV	49870-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910-2020-84970-2160-91450-2330-100770 (28)
XXVI	27000-700-27700-750-29950-800-32350-850-34900-900-37600-970-40510-1040-43630-1110-46960--1200-51760(27)	XXVI	52590-1360-53950-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910-2020-84970-2160-91450-2330-100770-2520-103290 (27)

<b>Grade</b>	<b>EXISTING SCALE - 2010 (Rupees)</b>	<b>Grade</b>	<b>REVISED SCALE - 2014 (Rupees)</b>
XXVII	29200-750-29950-800-32350-850-34900-900-37600-970-40510-1040-43630-1110-46960-1200-51760-1300-53060 (25)	XXVII	56870-1460-58330-1560-63010-1660-67990-1760-73270-1880-78910-2020-84970-2160-91450-2330-100770-2520-105810 (25)
XXVIII	31550-800-32350-850-34900-900-37600-970-40510-1040-43630-1110-46960-1200-51760-1300-53060 (22)	XXVIII	61450-1560-63010-1660-67990-1760-73270-1880-78910-2020-84970-2160-91450-2330-100770-2520-105810 (22)
XXIX	34050-850-34900-900-37600-970-40510-1040-43630-1110-46960-1200-51760-1300-54360(20)	XXIX	66330-1660-67990-1760-73270-1880-78910-2020-84970-2160-91450-2330-100770-2520-108330 (20)
XXX	37600-970-40510-1040-43630-1110-46960-1200-51760-1300-54360 (16)	XXX	73270-1880-78910-2020-84970-2160-91450-2330-100770-2520-108330 (16)
XXXI	41550-1040-43630-1110-46960-1200-51760-1300-55660 (13)	XXXI	80930-2020-84970-2160-91450-2330-100770-2520-110850 (13)
XXXII	44740-1110-46960-1200-51760-1300-55660 (10)	XXXII	87130-2160-91450-2330-100770-2520-110850 (10)

**05.19.** In the proposed scale the highest is to be assigned to Law Secretary besides Secretaries of Legislature, Additional Secretaries to Government and some Heads of Departments. If the Law Secretary is from Judicial Department, as is the current practice, he will continue to remain in the Scale recommended by the National Judicial Commission and adopted by the States.

**CHAPTER - VI**  
**PRINCIPLES OF FITMENT**

**06.01.** One of the terms of reference fixed for the PRC is to examine, as to what extent the existing Dearness Allowance may be merged in the pay as to evolve consequent new set of pay scales merging Dearness Allowance therein and suggest the mode of pay in the revised pay scales. Regarding the merger of Dearness Allowance with the basic pay, the issue has been discussed in the earlier chapter. The revised scales are worked out based on merger of Dearness Allowance with Basic pay and fixation of minimum pay based on certain accepted principles which are discussed earlier. The new master scale is evolved by arriving at the minimum of the scale and the maximum of scale and working out reasonable increments at various stages between. An important aspect of Revised Pay Scales is the 'Fitment' formula for determining the pay of existing employees in the Revised Pay Scales, to confer reasonable monetary benefit on the employees.

**06.02.** The 1978 Pay Revision Commission recommended for weightage of one increment for every 3 years of service, based on the service rendered by the employees. In subsequent revisions of 1986, 1993, 1999, 2005, 2010 the Commission preferred fixation of a uniform percentage as the criteria for fitment in the Revised Pay Scales as it will spread the advantage evenly for all employees. While recommending the new pay scales, the successive PRCs also took into consideration the financial position of the State Government.

**06.03.** Major Associations have now represented for percentage of fitment on Basic pay ranging from 40% - 60%. Some of the Associations have represented for service weightage as fitment for determining the pay scales.

**06.04.** The Telangana Gazetted Officers Central Association in their representation has stated that during the period from 1.7.2008 to 31.7.2013, the accumulated inflation had increased to 104.9% where as the Dearness Allowance sanctioned to State Government employee was just 63.344% and as such there was a loss of more 41.596%. There was another loss of 27.504% in the calculation of Dearness Allowance as it was based on the basket of family living survey conducted in the year 1999-2000 and since then the consumption basket had totally changed and thus the quantum of fitment of 69.10% was essential for the employees to have a comfortable living without financial hardship.

**06.05.** The A.P. Non-Gazetted Officers Association in their representation has sought for a fitment of 69% on Basic pay on the basis of difference in the rate of inflation between 2012-13 and 2013-14, using the following formula.

- i) D.A.as on 1.1.2013 = 54.784%
- ii) Fitment required =  $\frac{\text{Difference in inflation}}{\text{Average inflation in 2012-13}} \times \text{D.A on 1.1.2013}$   
 $\frac{1.305}{10.43} \times 54.784 = 68.54 \text{ or } 69\%$

**06.06.** The Progressive Recognized Teachers Union, AP(PRTU) in their memorandum has requested for a fitment of 60% on Basic pay by calculating a rise of 58% in the consumer price index from July, 2008 to February, 2013.

**06.07.** The Government Junior Lecturers Association in their representation has requested for a fitment of 69% on Basic pay by calculating a) a loss of 25% to the employees due to a difference between the accumulated inflation and the Dearness Allowance sanctioned and b) a change in the consumption basket of employees requiring addition of another 43% in Dearness Allowance to fully nullify the existing inflation.

**06.08.** It is evident from the representation of employees associations that in deciding the percentage of fitment two important factors have to be kept in mind viz a) increase in the prices of consumer items and b) change in the consumption pattern and addition of new items of expenditure. While working out the Minimum Pay, the Commission has taken both these factors into account. The price of food and clothing are taken on the basis of market rates prevailing as on 1.7.2013. Additional expenditure of 10% of total expenditure on food and clothing and other miscellaneous items is now incorporated in the Minimum Pay to also provide for new items of expenditure and changing pattern of consumption. Minimum Pay now fixed is, in our view, a realistic assessment of the money that will be required by an employee of initial cadre to maintain himself and his family in reasonable comfort and with due dignity.

**06.09.** Keeping in view the raise in the quantum of minimum pay, the Commission recommends a fitment of 29% on Basic Pay. The Commission further recommends that the fitment in the revised scale may be made in the following manner:

- (1) D.A. admissible as on 01/07/2013 i.e., 63.344% may be added to the Basic pay.
- (2) 29% of the basic pay may be added to the total of Basic pay + D.A. arrived at (1) above;
- (3) The pay of the employees should be fixed in the relevant revised scale at the stage next above the amount arrived at as at (2) above;
- (4) If an employee's pay when fixed as above falls short of the minimum in the revised pay scale, it shall be fixed at the minimum of the scale;
- (5) If the amount so fixed exceeds the maximum, the excess shall be treated as personal pay and it should be absorbed in future pay increases or in the stagnation increments sanctioned.

**06.10.** The Commission recommends that the revised pay scales should come into force from 1.7.2013. As regards giving monetary benefit we deem it appropriate to leave the date from which it would come into effect to the Government keeping in view its resource position and the demands on those resources.

## **CHAPTER VII**

### **MAJOR ALLOWANCES**

**07.01** At present State Government employees are being paid different types of allowances. Some allowances are categorized as major allowances, claimed by most of the Government employees and are connected to the quantum of pay. These are in the nature of compensatory allowance given as compensation for price rise, higher cost of living due to higher rents and increased expenses due to stay in cities and major towns. These allowances are Dearness Allowance, House Rent Allowance, Additional House Rent Allowance, in lieu of the rent free quarters and City Compensatory Allowance. There are nearly 46 types of other allowances which are paid to different categories of employees and at varying rates. In this chapter, we are dealing with major allowances, while other allowances will be dealt with in another chapter.

#### **Dearness Allowances:**

**07.02.** Dearness Allowance is a compensatory allowance to neutralize the rise in the cost of living index. The origin of Dearness Allowance can be traced back to the period of Second World War when it was introduced as a measure to protect Government Employees with fixed incomes from erosion of real wages owing to rising prices. It was conceived as a temporary measure and it was assumed that this allowance could be withdrawn once prices stabilized. However, Dearness Allowance as an addition to the compensation package of Government employees has continued uninterruptedly ever since it was introduced and it can be said that this allowance has now come to stay.

**07.03.** The Pay Revision Commission 1986, recommended to the State Government to follow the Central pattern of sanction of Dearness Allowance including quantum and level of neutralization. The successive Pay Revision Commissioners have also been recommending continuation of this practice and the State Government has accordingly been sanctioning Dearness Allowance on the pattern of Government of India. In Central Government, Dearness Allowance is sanctioned twice a year; on First January and First July every year. The percentage of rise in the twelve monthly moving average of Cost of Living Index over the Cost of Living Index to which Revised Scales are related is being sanctioned as Dearness Allowance. 100% neutralization is being allowed to all the employees in pursuance of the recommendations of the Pay Revision Commission, 1999.

**07.04. Statement showing rates of Dearness Allowance allowed to State Government employees from 01/01/2009 onwards:**

Sl. No.	Date of effect	Rate of DA sanctioned by the Government of India	Rate of DA sanctioned by the State Government	Cumulative rate	G.O. Ms. No. and date
1	01/01/2009	6%	5.136%	5.136%	G.O.Ms.No.63, dt:09-03-2010
2	01/07/2009	5%	4.280%	9.416%	G.O.Ms.No.63, dt:09-03-2010
3	01/01/2010	8%	6.848%	16.264%	G.O.Ms.No.248, dt:07-07-2010
4	01/07/2010	10%	8.56%	24.824%	G.O.Ms.No.356, dt:06-12-2010
5	01/01/2011	6%	5.136%	29.96%	G.O.Ms.No.104, dt:30-05-2011
6	07/07/2011	7%	5.992%	35.952%	G.O.Ms.No.25, dt:02-02-2012
7	01/01/2012	7%	5.992%	41.944%	G.O.Ms.No.178, dt:04-07-2012
8	01/07/2012	7%	5.992%	47.936%	G.O.Ms.No.297, dt:14-11-2012
9	01/01/2013	8%	6.848%	54.784%	G.O.Ms. No. 136, dt: 11-06-2013
10	01/07/2013	10%	8.56%	63.344%	G.O.Ms.No.294, dt.26.10.2013

**07.05.** Several employees' associations have requested for sanction of D.A. on par with Central Government employees and some of them, have requested for equal rate of D.A. on par with Central Government employees. The Government of India evolved their scales by merging Dearness Allowance as on 1.1.2006, with Basic Pay. We have, as is the practice in the State, recommended merging of Dearness Allowance in Basic Pay as on 1.7.2013. Since the Basic Pay has been worked out by us by merging Dearness Allowance at a higher level than the Government of India, the rate of Dearness Allowance sanctioned to the employees of the Government of India cannot be adopted directly in respect of the employees of the State Government. For this purpose, the State Pay Revision Commissioners have been recommending a conversion formula, to ensure that the quantum of Dearness Allowance sanctioned is at par with what is sanctioned by the Centre.

**07.06.** Accordingly, this Commission recommends that Dearness Allowance be regulated at 0.524% (536:1022) for the State Government Employees for every 1% of Dearness Allowance sanctioned to the employees of Government of India With effect from 1.1.2014.

## **House Rent Allowance**

**07.07.** The House Rent Allowance is paid to Government employees to meet to a certain extent, the additional burden on employees by way of higher rents. The allowance was first provided to employees in 1969 in a small way. A scheme for payment of House Rent Allowance based on the twin criteria of population of cities / towns and the pay level of the employee was established. In 1975 apart from the large cities and towns a small amount was also given to those living in sub taluk, taluk and municipal towns. By the time the PRC 1978 was constituted, Hyderabad and four other major cities were classified into one group and the House Rent Allowance was fixed at the rate of 15% of the basic pay subject to a maximum of Rs.400/- per month. By 1986, the HRA was being paid at 20% in all cities with a population of above 2 lakhs i.e., Hyderabad and 9 other towns. Employees at Tirupati were also declared eligible for receipt of 15% as a special case. In respect of other specified towns with a population 50,000 above and below 2 lakhs, HRA was fixed at 7.5% and in all other places it was at 4% of basic pay. Subsequently, the quantum of House Rent Allowance payable to Government employees in certain places was revised from 1<sup>st</sup> July 1986. In 14 District headquarters, the HRA was revised to 12.5% of basic pay and for other places it was fixed at 10% of basic pay.

**07.08.** The 1993 PRC, who had evolved DA merged pay scales by merging 83% of the D.A., recommended payment of HRA at 16% in 12 major towns including the twin cities, 10% in respect of 13 district headquarters and for the remaining places 8% of basic pay. All this was subject to a ceiling of Rs.1,000/- p.m. Government subsequently revised the percentage rates of 20%, 12.5% and 10% respectively and also the ceiling limit w.e.f. 1.1.1994. The PRC 1999 recommended 20% of basic pay for those employees who are residing in cities / towns where the population is 2 lakhs and above and for those employees who are residing in District Headquarters and other municipal towns other than the above cities, the HRA was fixed at 12.5%, where the population is more than 50000 but below 2 lakhs and in respect of other places the payment of HRA was fixed at 10% of basic pay (where the population is less 50000). All of them were subject to a maximum of Rs.2,000 per month.

**07.09.** The PRC 2005 continued the pattern adopted by the PRC 1999 but had recommended enhancing the ceiling to Rs.3,000/- which was raised later to Rs.4,000/- per month by the O.M.C. Subsequently, based on the declaration of the Hyderabad city as Greater Hyderabad Municipal Corporation and in consequence of the population having crossed more than 50 lakhs, the Government of India classified Hyderabad as A1 City. Government of Andhra Pradesh have also declared Hyderabad as A1 City and the employees working in Greater Hyderabad Municipal Corporation were made eligible for drawal of HRA at 30% of basic pay, subject to maximum of Rs.6,000/- vide G.O. (P) No.10, Finance (PC-I) Department, dt.17.1.2008. These rates of HRA are also extended to the places located within the periphery of 8 kms. The 9<sup>th</sup> P.R.C recommended four grades and the rates of HRA admissible to the employees thereon were fixed @ of 30 % of the Basic Pay for Hyderabad and



Secunderabad classified as A1 cities, @ of 20% for cities with population exceeding 2 lakhs, @ 12.5% for cities with population exceeding 50,000 but below 2 lakhs, and @ of 10% for remaining places. Subsequently, based on the agreement reached by the Government with JAC of Employees, Teachers, Workers and Pensioners, the rates of H.R.A. have been enhanced to 14.5% at places where HRA is admissible at 12.5% at present and to 12% in respect of places where HRA is admissible 10% at present vide G.O.Ms.No.59, Finance(P.C.I) Department, dated 11/04/2011.

**07.10.** Several associations of the employees, Teachers and Workers requested this P.R.C. for payment of HRA at 30% of basic pay without any ceiling in all municipalities, villages included in Greater Hyderabad Municipal Corporation City / HMDA. They also requested for HRA at 20% of basic pay without any ceiling for all District Headquarters and places within periphery of 15 KMs. For other places HRA at 12.5% basic pay without any ceiling was requested. Different associations requested for payment of HRA at different percentage rates, ranging from 10% to 30% of basic pay.

**07.11** Accordingly, this Commission has gathered details of population of towns and cities of Andhra Pradesh as per final census 2011 from the Directorate of Census Operations, Hyderabad and recommends classification for the purpose of payment of HRA as follows:

## CLASSIFICATION OF CITIES AND TOWNS FOR HRA

<b>Hyderabad and Secunderabad classified as A1 City and areas falling within the jurisdiction of Greater Hyderabad Municipal Corporation</b>	30% of Basic Pay (where the population is more than 50 Lakhs)
<b>Ananthapur, Eluru, Greater Visakhapatnam Municipal Corporation, Guntur, Kadapa, Kakinada, Karimnagar, Khammam, Kurnool, Mahaboob Nagar, Nandyal, Nellore, Nizamabad, Ongole, Proddatur, Rajahmundry, Ramagundam, Tirupati, Vijayawada, Vizianagaram, Warangal.</b>	20% of Basic Pay (where the population is more than 2 Lakhs)
<b>1. Adilabad 2. Kagaznagar 3. Nirmal 4. Bellampalle 5. Mandamarri 6. Mancherial (Adilabad District) 7. Bodhan 8. Kamareddy, 9. Armur (Nizamabad District) 10. Sircilla 11. Jagityal 12. Koratla 13. Metpalli (Karimnagar Dist.) 14. Siddipet 15. Zahirabad 16. Sangareddy (Medak Dist.) 17. Vikarabad 18. Tandur (RR Dist.) 19. Wanaparthy 20. Gadwal (Mahabubnagar Dist.) 21. Nalgonda 22. Miryalaguda 23. Suryapet 24. Bhongir (Nalgonda Dist.) 25. Jangaon (Warangal Dist.) 26. Palwancha, 27. Kothagudem (Khammam District) 28. Srikakulam 29. Palasa Kasibugga (Srikakulam Dist.) 30. Parvathipuram 31. Bobbili (Vizianagaram Dist.) 32. Tuni, 33. Samalkot, 34. Pithapuram 35. Mandapet, 36. Amalapuram (East Godavari Dist.) 37. Tadepalligudem, 38. Tanuku, 39. Bhimavaram, 40. Narasapur, 41. Palakole (West Godavari Dist.) 42. Jaggaiahpet, 43. Nuzvid, 44. Gudivada, 45. Machilipatnam (Krishna Dist.) 46. Macherla, 47. Piduguralla, 48. Tadepalle, 49. Mangalagiri, 50. Sattenapalle, 51. Vinukonda, 52. Narasaraopet, 53. Chilakaluripet, 54. Tenali, 55. Ponnur, 56. Bapatla, 57. Repalle (Guntur Dist.) 58. Markapur, 59. Chirala, 60. Kandukur (Prakasam Dist.), 61. Kavali 62. Gudur, 63. Venkatagiri (Nellore Dist.) 64. Badvel, 65. Jammalamadugu, 66. Pulivendla, 67. Rayachoti, 68. Rajampet, (Kadapa Dist.) 69. Yemmiganur 70. Adoni, 71. Dhone (Kurnool Dist.), 72. Rayadurg, 73. Guntakal, 74. Tadipatri 75. Dharmavaram, 76. Kadiri, 77. Hindupur (Anantapur Dist.) 78. Srikalahasti, 79. Madanapalli, 80. Nagari, 81. Puttur, 82. Punganur, 83. Chittoor and 84. Palamaner (Chittoor Dist.) (** As per final censuses of 2011)</b> Resource: data received from the Directorate of Census Operations, (Government of India, A.P., Hyderabad)	14.5% of basic pay (where the population is more than 50000 and less than 2 Lakhs)
All other places	12% of basic pay where the population is less than 50000

**07.12.** The Commission, taking all factors into consideration, recommends that the classification of cities and towns as also the rates of allowance as indicated in the table above be retained for the purpose of admissibility of HRA. The existing ceiling of Rs.12,000/- be enhanced to Rs.20,000/- per month for the areas covered by Greater Hyderabad Municipal Corporation. For other places where ceiling is Rs.8000/-, the same is recommended to be enhanced to Rs.15,000/- per month.

**07.13.** The Commission also recommends that the existing rules with regard to payment of HRA at the rates applicable to the places located within the periphery of 8 KMs for the towns / cities concerned be continued.

**07.14** The Commission also recommends a special dispensation for the employees whose offices are at Tirumala and working there, but living at Tirupathi due to non-availability of accommodation at Tirumala. Such employees may be allowed House Rent Allowance at the rates applicable to Tirupathi town though officially their place of work is at Tirumala.

**Additional HRA in lieu of Rent Free Accommodation:**

**07.15.** The Government has been declaring certain posts in several departments as eligible for rent free accommodation. This is because their presence is essential for the discharge of duties not only during normal office hours but also beyond those hours. At times the supervisory authorities are required to stay in the hospitals, projects, institutions etc., through out the day and night. But Government may not be in a position to provide accommodation on the premises or in the vicinity of the institution. Therefore, the Government officials are required to stay in a private accommodation near their place of duty. Government had declared various categories of employees who are entitled for rent free accommodation from time to time. If rent free accommodation is not provided, Government have been allowing Additional HRA to meet the additional cost.

**07.16.** Based on recommendations of PRC,2005, the Government employees who are eligible for rent free accommodation are in receipt of 8% of their basic pay subject to a maximum of Rs.500/- per month with effect from 15.10.2005. The 9<sup>th</sup> Commission recommended that in the context of increase in the house rents in various cities and towns and in order to meet the additional burden the existing rate of Additional HRA of 8% of basic pay subject to a maximum of Rs.500/- be continued at 8% of the basic pay subject to a maximum of Rs.1000/- per month. Based on that orders were issued in G.O.Ms.No.121, Finance(TA) Department, dated 08/04/2010, Additional H.R.A shall be payable at 8% of basic pay of the employee under the Revised Pay Scales, 2010, subject to a maximum of Rs.1,000/ per month in cases where rent free accommodation could not be provided by the Government to the employees holding the posts to which rent free accommodation shall be provided by Government as per rules.

**07.17.** This Commission recommends **that in the context of increase in the house rents in various cities and towns and in order to meet the additional burden the existing rate of Additional HRA of 8% of basic pay subject to a maximum of Rs.1,000/- be continued at 8% of the basic pay subject to a maximum of Rs.2,000/- per month.**

**City Compensatory Allowance:**

**07.18.** City Compensatory Allowance(CCA) is sanctioned to the employees to meet a portion of additional cost of living in addition to the Dearness Allowance and HRA for those employees who are residing in cities. The rationale behind CCA is that there is an additional cost of living which is not amenable for calculation like HRA and DA. It was first sanctioned to the employees in Hyderabad and Secunderabad in the year 1966 and then onwards the State Government have been following the pattern adopted by the Government of India while sanctioning CCA to the State Government employees. In 1979, it was extended to the employees working in Visakhapatnam and in 1993 it was extended to the employees working in Vijayawada. The PRC 1986 recommended adoption of the 4<sup>th</sup> Central Pay Commission rates of CCA. The PRC 1993 recommended the same increase in the rates keeping in view the increase in the cost of living. Subsequently, the allowance was further extended to the employees working in the towns of Guntur, Rajahmundry and Warangal w.e.f. 1.9.1994. The PRC 1999 recommended sanctioning the rates of CCA as sanctioned by the Government of India based on the recommendations of the 5<sup>th</sup> Central Pay Revision.

**07.19.** The PRC 2005 before whom several associations demanded linking the CCA to population and also to fix it as a percentage of salary without any upper limit has observed that the PRCs and Central Pay Commissions did not favour the linking of CCA with population and also did not agree for its sanction as percentage of salary without any limit. The PRC 2005 recommended various rates of CCA for the employees working in twin cities, Visakhapatnam and Vijayawada, Guntur, Rajahmundry, Warangal and other Municipal Corporations. The One Man Committee 2008 has recommended revised rates of CCA for those employees who are working in the Greater Hyderabad Municipal Corporation. C.C.A. is admissible to employees who are working in twin cities (i.e.) Greater Hyderabad Municipal Corporation, Greater Municipal Corporation of Visakhapatnam, Vijayawada and in 13 Municipal Corporations at different rates.

**07.20.** The Sixth Pay Commission recommended for abolition of CCA on the ground that their recommendations relating to HRA and Transport Allowance had addressed the problem faced by employees in cities and large towns. The Pay Revision Commission, 2010 in its Report discussed and did not recommend the Transport Allowance. As regards, payment of CCA as a percentage of basic pay this proposal was not followed by Government of India or by the State Government.

**07.21.** On account of a steep rise in the price of petrol/ diesel etc. and its consequent effect, several Associations of Employees, Teachers and others have again requested this Commission for sanction of Transport Allowance in lieu of CCA, which is existing in Central Government. We have carefully analyzed this representation and are of the view that in the totality of pay structure as evolved in Andhra Pradesh, it would be appropriate to continue with the sanction of City Compensatory Allowance and not substitute it with a new Allowance. We already have a well functioning system of providing subsidy on APSRTC transport in Corporation area available to all non-gazetted officers. CCA is an additionality to this subsidy. While no doubt other employees not covered by APSRTC subsidy scheme are affected in having to bear additional costs in transporting to office, we have tried to compensate this increased cost by providing for it in the formula while fixing the minimum pay. **This Commission accordingly recommends that the existing rate of CCA be raised in all pay ranges and recommends that CCA should be continued with enhanced rates.**

**07.22.** The following table gives the enhanced rates of CCA recommended for various pay ranges in the revised pay scales.

*(in Rupees)*

Revised Pay Range (2013)	Greater Hyderabad Municipal Corporation (Rs.)	Greater Visakhapatnam Municipal Corporation and Vijayawada Municipal Corporation (Rs.)	Other Municipal Corporations *(16Nos) (Rs.)
Pay Up to Rs.16,400/-	400	250	200
Pay above Rs.16,400/- and up to Rs.28,940/-	600	350	300
Pay above Rs.28,940/- and up to Rs.37,100/-	700	450	350
Pay above Rs.37,100/-	1000	700	500

\*The list of other municipal corporations eligible for City Compensatory Allowance are **1.Ananthapur, 2.Chittoor, 3.Eluru, 4.Guntur, 5.Kakinada, 6.Kadapa, 7.Karimnagar, 8.Khammam, 9.Kurnool, 10.Nellore, 11.Nizamabad, 12.Ongole, 13.Rajahmundry, 14.Ramagundam, 15.Tirupathi and 16.Warangal.**

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## **CHAPTER – VIII**

### **SPECIAL PAYS**

**08.01.** FR 9(25) defines “Special Pay” as an addition in the nature of the pay, to the emoluments of a post or of a Government servant, granted inconsideration of -

- a) *the specially arduous nature of the duties; or*
- b) *a specific addition to the work or responsibility;*

**08.02.** As per ruling (8) of the Rulings under FR 9(25), the following principles are to be followed in the matter of granting special pay.

- a) *Special pay should be granted only when the conditions of Rule 9(25) strictly apply. It should not be given merely for the purpose of improving the prospects of a service or for the purpose of serving as a substitute for or an addition to, a selection grade pay.*
- b) *The posts in the ordinary time-scale of service will naturally vary in intensity and responsibility, but this is no ground ordinarily for granting special pays to the holders of the heavier charges. If owing to circumstances a junior officer has to hold one of the more responsible regular charges he is thereby given an opportunity of proving his fitness for higher posts.*
- c) *The placing of an officer on special duty does not necessarily mean that his work becomes specially arduous or so increased in quantity and responsibility to justify special pay. An officer’s posting is in the hands of Government and he has no right to refuse a post, which Government in the cause of the public service, allots him. This applies also to officers transferred by agreement between two Governments from one Government to another. A protest against a posting should be formally admitted only on the ground of loss of pay or prospects and even on these grounds Government is the final arbiter.*
- d) *A comparison between the circumstances of one officer and another or of one service and another should not be accepted necessarily as an argument for the grant or for the enhancement of special pay.*

**08.03.** The key words in the definition of Special Pay are “arduous nature of duties” or “additionality” to the responsibilities or work. From the definition it is clear that all the posts in a particular category do not have duties which are arduous in nature. This is a mechanism to compensate persons who are required to perform duties in addition to the normal duties performed by their peer group and are required to face arduous nature of work in a particular post.

**08.04.** The primary purpose of sanctioning Special Pays is to create an inbuilt flexibility in deployment of Government personnel in various positions of different degrees of load of work, without creating different grades or additional posts for achieving the same result. The Special Pays, therefore, provide the Government a mechanism through which the employees working in certain posts of arduous nature are motivated through monetary compensation.

**08.05.** Several requests have been received from various categories of personnel for sanctioning fresh Special Pays and also to increase the existing rates of special pay. Most of the functions in the Government in almost all the Departments are projected as arduous in nature or having special circumstances that warrant sanction of Special Pay. Special pay once sanctioned has the tendency to remain permanent. As the pay scales are designed keeping in view the parities between various categories and several comparable categories have been evolved over a period of time, the employees are seeking more in the nature of special pay as the scope for getting separate scales or upgradation of scales is getting diminished.

**08.06.** We have recommended increase in rates where ever necessary. We have included certain new categories. The Commission did not find any merit in respect of the claims of many categories of employees for special pay. Where no mention has been made they should be deemed to have been rejected.

**08.07.** Our recommendations regarding special pays are contained under the following broad headings.

1. Special Pay for Peshi Staff in Peshies of CM, Ministers, Chief Secretary and Secretaries.
2. Special Pay in Vigilance and Enforcement Department.
3. Special Pay in Intelligence Department.
4. Special Pay in Anti Corruption Bureau.
5. Special Pay/Incentive to various sections of Police Department on par with ACB/Greyhounds.
6. Special pay in Farms run by Agriculture, Animal Husbandry, Fisheries, Horticulture & Sericulture Departments.
7. Special Pays to the Typists and Stenographers.
8. Special Pays to Teachers in Schools for the Handicapped.
9. Special Pays to Drivers/ Attenders driving vehicles.
10. Special Pay for Section Officers and others.
11. Special Pays for other categories in different departments.
12. Special Pay for Training Institutes.



**1. Special Pays to the staff working in the Peshies of Chief Minister, Ministers, Chief Secretary and Secretaries to Govt. etc.:**

**08.08.** The existing Special Pays admissible to the staff working in the Peshies of Chief Minister, Ministers, Chief Secretary & Other Secretaries are recommended to be increased relatively more keeping in view of the arduous nature of work performed, as shown against each.

Sl. No.	Category	Existing Amount (Rs.)	Recommended Amount (Rs.)	Remarks
1.	Private Secretary in C.M's Office, Ministers & C.S's Office	400/- p.m.	750/-p.m.	
2.	Personal Assistant in C.M's office, Ministers Office & C.S's Office	375/- p.m.	700/-p.m.	
3.	Private Secretary to Spl.C.S./ Principal Secretary/Secretary/ Special Secretary	200/- p.m.	400/-p.m.	
4.	Junior Steno/Senior Steno/SC Steno working in the peshies of CM/ Ministers/ C.S/ Spl. C.S./ Principal. Secretary/ Secretary/ Special Secretary to Government. <b>(for one post only in each Peshies)</b>	200/- p.m.	400/-p.m.	
5.	Record Asst./Jamedar working in peshies of CM/ Ministers/ C.S/ Spl.C.S./ Principal Secretary / Secretary / Special Secretary/ Additional Secretary to Govt.	200/- p.m.	400/-p.m.	
6.	Office Sub-ordinate working in the Peshies of CM/Ministers/ C.S/ Spl.C.S./Principal Secretary/ Secretary/Special Secretary/ Additional Secretary to Govt.	175/- p.m.	350/-p.m.	
7.	Office Sub-ordinate working in the Peshies of Honourable Lok Ayukta & Upa Lok Ayukta and Registrar	175/- p.m.	350/- p.m.	
8.	Office Sub-ordinate working in the peshies of Chairman and Members of the A.P.Land Grabbing Court	nil	350/- p.m.	
9.	Office Sub-ordinate working in the Peshies of Commissioner & Additional Commissioner of A.P.Bhavan, New Delhi.	175/- p.m.	350/- p.m.	
10.	P.S. to Governor	400/- p.m.	750/- p.m.	
11.	P.A. to Governor	375/- p.m.	700/- p.m.	
12.	P.S to Spl.CS/ Prl.Secy/Secretary to Governor	nil	400/- p.m.	
13.	Private Secretary/ S.C. Steno attached to Chief Commissioner, Land Administration	200/- p.m.	400/- p.m.	
14.	P.S./ S.C. Steno attached to Secretary to Chief Commissioner, Land Administration	200/- p.m.	400/- p.m.	
Sl.	Category	Existing	Recommended	Remarks

No.		Amount (Rs.)	Amount (Rs.)	
15.	Special Category Stenographer attached to Special Commissioner and Principal Secretary to Government of the office of the Chief Commissioner of Land Administration.	200/- p.m.	400/- p.m.	
16.	Private Secretaries to the Chairman and Members of A.P. Public Service Commission	400/- p.m.	750/- p.m.	On par with Private Secretary to Chief Secretary
17.	Private Secretary to the State Election Commissioner	400/- p.m.	750/- p.m.	
18.	Personal Secretaries to Chief Information Officer and Information Officers <b>(for one post only in each Peshi)</b>	400/- p.m.	750/- p.m.	
19.	Personal Assistants to Chief information Officer and Information Officers <b>(for one post only in each Peshi)</b>	375/- p.m.	700/- p.m.	
20.	Private Secretary to the Presiding & Political Officers of Legislative Assembly & Legislative Council	400/- p.m.	750/- p.m.	On par with Private Secretary to Minister
21.	Personal Assistant to the Presiding & Political Officers of Legislative Assembly & Legislative Council	375/- p.m.	700/- p.m.	On par with Personal Assistant to Minister
22.	Jamedar working in the Peshis of Presiding & Political Officers of Legislative Assembly & Legislative Council	200/- p.m.	400/- p.m.	On par with Jamedar in the peshies of Minister

Note: The following are the Presiding and Political Officers of Legislative Assembly & Legislative Council.

- (i) Speaker of the Legislative Assembly.
- (ii) Leader of the Opposition in the Legislative Assembly.
- (iii) Deputy Speaker of the Legislative Assembly.
- (iv) Government Chief Whip & Whips in the Legislative Assembly.
- (v) Chairman of the Legislative Council.
- (vi) Leader of the Opposition in the Legislative Council.
- (vii) Deputy Chairman of the Legislative Council.
- (viii) Government Chief Whip & Whips in the Legislative Council.

## 2. Special Pay to the staff of Vigilance & Enforcement Department

**08.09.** The existing Special Pays admissible to the various categories of posts belonging to Vigilance & Enforcement Department are recommended to be increased as showing the Annexure.

## Annexure

### Statement showing the rates of Special Pay recommended for the various categories of posts belonging to Vigilance & Enforcement Department

Sl. No	Category	Existing Rate (Rs.)	Recommended Rate (Rs.)	Remarks
	<b>A. Head Office:</b>			
1.	Addl. Director (Engg) Chief Engineer -	450/- p.m.	675/- p.m.	
2.	Addl. Director (Rev) (Addl. Commissioner C.T)	450/- p.m.	675/- p.m.	
3.	Deputy Secretary to Govt. (N.C.)	425/- p.m.	625/- p.m.	
4.	Deputy Commissioner (C.T)	425/- p.m.	625/- p.m.	
5.	Special Grade Deputy Collector	425/- p.m.	625/- p.m.	
6.	Deputy Director (T.P)	400/- p.m.	600/- p.m.	
7.	Deputy Director (Engg) (Executive Engineer)	400/- p.m.	600/- p.m.	
8.	Asst. Secretary to Govt.	400/- p.m.	600/- p.m.	
9.	<u>Divisional Forest Officer</u> Asst. Conservator of Forests	375/- p.m.	550/- p.m.	
10.	Deputy Supdt., of Police	375/- p.m.	550/- p.m.	
11.	Deputy Exe. Engineer	375/- p.m.	550/- p.m.	
12.	Commercial Tax Officer	375/- p.m.	550/- p.m.	
13.	Asst. Director(Mines & Geology)	300/- p.m.	450/- p.m.	
14.	Inspector of Police	300/- p.m.	450/- p.m.	
15.	Asst. Audit Officer (State Audit)	300/- p.m.	450/- p.m.	
16.	Mandal Development Officer	300/- p.m.	450/- p.m.	
17.	Asst. Registrar (Co.op)	300/- p.m.	450/- p.m.	
18.	Dy. Mandal Revenue Officer	200/- p.m.	300/- p.m.	
19.	Head Constable	150/- p.m.	225/- p.m.	
20.	Police Constable	100/- p.m.	150/- p.m.	
	<b>B. RV&amp;EO Units</b>			
1.	Regl. Vig. & Enf. Officer	425/- p.m.	625/- p.m.	
2.	Deputy Supdt. of Police	375/- p.m.	550/- p.m.	
3.	Deputy Exe. Engineer	375/- p.m.	550/- p.m.	
4.	<u>Asst. Director (Agrl): Agrl. Officer</u>	300/- p.m.	450/- p.m.	
5.	Inspector of Police	300/- p.m.	450/- p.m.	
6.	Dy. Commercial Tax Officer	300/- p.m.	450/- p.m.	
7.	Tahsildar (Civil Supplies)	300/- p.m.	450/- p.m.	
8.	Asst. Geologist	300/- p.m.	450/- p.m.	
9.	Asst. Exe. Engineer	300/- p.m.	450/- p.m.	
10.	Mandal Development Officer	300/- p.m.	450/- p.m.	
11.	Forest Range Officer	300/- p.m.	450/- p.m.	
12.	Asst. Registrar (Co-op).	250/- p.m.	350/- p.m.	
13.	Sub Inspector of Police	250/- p.m.	350/- p.m.	
14.	Head Constable	150/- p.m.	225/- p.m.	
15.	Police Constable	100/- p.m.	150/- p.m.	

### 3. Special Pay to the staff of Intelligence Department

The Intelligence Department consists of the following four wings

- (1) General Intelligence,
- (2) Security Wing,
- (3) Special Intelligence Branch, and
- (4) Counter Intelligence Cell

**08.10.** The staff working in General Intelligence and Security wing are eligible for special pay at the rates specified in G.O.Ms.No.264, Fin (TA) Department, dated:15-10-2005 based on the recommendations of PRC 2005. The staff belonging to Special Intelligence Branch are eligible for Special Allowance, Ration Allowance and Special Uniform grant on par with the staff belonging to “Grey hounds” wing. The recommendations relating to the continuance of the special allowance to the staff of the Special Intelligence Branch and Counter Intelligence Cell Staff are made separately in this report. The recommendations relating to the continuance of the Ration Allowance and special uniform grant to the Special Intelligence Branch staff are also included in the recommendations relating to “Ration Allowance” and “Uniform Allowance / Uniform Maintenance Allowance” made in this report separately.

**Statement showing the Special Pay now admissible and amount recommended for the various categories belonging to Intelligence Department:**

Sl. No	Category	Existing amount Rs.	Recommended Amount Rs.	Remarks
<b>A.</b>	<b>General Intelligence</b>			
i.	Superintendent of Police (NC)	500/- p.m.	750/- p.m.	
ii.	Addl. S.P.	475/- p.m.	700/- p.m.	
iii.	Administrative Officer	325/- p.m.	475/- p.m.	
iv.	Dy. S.P./A.C.P.	400/- p.m.	600/- p.m.	
v.	Inspector of Police	325/- p.m.	475/- p.m.	
vi.	Reserve Inspector	300/- p.m.	450/- p.m.	
vii.	Sub-Inspector of Police	280/- p.m.	400/- p.m.	
viii.	Reserve Sub-Inspector	275/- p.m.	400/- p.m.	
ix.	Asst. Sub-Inspector	250/- p.m.	350/- p.m.	
x.	Asst. Reserve Sub-Inspector	250/- p.m.	350/- p.m.	
xi.	Head Constable	150/- p.m.	225/- p.m.	
xii.	Police Constable	100/- p.m.	150/- p.m.	
xiii.	Asst. Admn. Officer (Int.)	300/- p.m.	450/- p.m.	
xiv.	Manager	300/- p.m.	450/- p.m.	
xv.	Asst. Manager	250/- p.m.	350/- p.m.	
xvi.	I.B. Assistant	200/- p.m.	300/- p.m.	
xvii.	Asst. Photographer	100/- p.m.	200/- p.m.	

Sl. No	Category	Existing amount Rs.	Recommended Amount Rs.	Remarks
<b>B.</b>	<b>Security Wing</b>			
	i.	Addl.S.P.	475/- p.m.	700/- p.m.
	ii.	Dy.S.P.	400/-p.m.	600/- p.m.
	iii.	Inspector of Police	325/-p.m.	475/- p.m.
	iv.	Sub-Inspector of Police	280/-p.m	400/- p.m.
	v.	Head Constable	150/-p.m	225/- p.m.
	vi.	Police Constable	100/-p.m	150/- p.m.

#### 4. Special Pay / Incentive to the Staff of Anti Corruption Bureau

**08.11.** The Commission recommends to continue the existing rate of 30% of basic pay as Incentive to such of the employees drafted to Anti Corruption Bureau from other departments on deputation basis for a specific tenure, as long as they work in Anti Corruption Bureau. In respect of the employees recruited exclusively to work for the Anti Corruption Bureau, the Commission recommends the payment of Incentive allowance of 10% of basic pay.

#### 5. Special Pay / Incentive to various sections of Police Dept., on par with ACB/Greyhounds.

**08.12.** The several sections of Police Department such as Main Intelligence, Intelligence Security Wing, CID have requested for sanction of Special Pay on par with ACB/Octopus/Greyhounds etc., on account of very difficult working conditions and pressure of the duties performed by them on 24 hour basis throughout the year. This Commission is not in a position to decide on merit as to which sections in Police Department deserve the special pays on the same basis as ACB/ Octopus/Greyhounds etc. This issue can be best decided by the Home Department in consultation with Finance Department.

#### 6. Special pay to the staff working in Farms

**08.13.** The Staff working in the Farms belonging to Agriculture, Animal Husbandry, Fisheries, Horticulture and Sericulture Departments are now eligible for the special pay at 4% of basic pay per month subject to the maximum of Rs.1000/- p.m. and further subject to the condition that the Farms are located outside 8 kms from the Municipal limits and where the staff also stay outside 8 kms from Municipal limits. **The Commission recommends increases in the above Special Pay of 4% of basic pay subject to a maximum of Rs.1400/- p.m.**

## 7. Special Pays to the Typists and Stenographers:

**08.14.** Special pays are sanctioned by the Government to the employees working as Typists, Junior/Senior/Special category Stenographers, Personal Assistants, Private Secretaries to Chief Secretary / Special Chief Secretary/ Principal Secretary, Secretary to Government, Reporters of Legislature, Sr.Reporters and Reporters of Shorthand Bureau of Police Intelligence Department and Court Masters of High Court of A.P./Lok-Ayukta/A.P.A.T. etc.

The rates of Special Pay to these categories are recommended to be increased relatively more keeping in view of arduous nature of work performed as shown below:

Sl. No.	Department & Category	Existing Amount (Rs.)	Recommended Amount (Rs.)	Remarks
1.	<b>Typist (including Typists-cum-Assistants)</b>			
	i) Lower Grade in English	110/- p.m.	220/- p.m.	
	ii) Lower Grade in Telugu/Urdu	120/- p.m.	240/- p.m.	
	iii) Higher Grade in English	150/- p.m.	300/- p.m.	
	iv) Higher Grade in Telugu/Urdu	160/- p.m.	320/- p.m.	
	v) Lower Grade in both English and Telugu/Urdu	180/- p.m.	360/- p.m.	
	vi) Lower Grade in Telugu/ Urdu plus Higher Grade in English <b>or</b> Lower Grade in English plus Higher Grade in Telugu/Urdu.	200/- p.m.	400/-p.m.	
	vii) Higher Grade in English plus Higher Grade in Telugu/ Urdu.	210/- p.m.	420/- p.m.	
2.	<b>Stenographer:</b>			
	i) Lower Grade in English Shorthand	130/- p.m.	260/-p.m.	Stenographers who have both shorthand and Typewriting qualifications may be allowed special pays for both the qualifications in accordance with the rates prescribed.
	ii) Lower Grade in Telugu Urdu Shorthand	140/- p.m.	280/- p.m.	
	iii) Higher Grade in English Shorthand	170/- p.m.	340/- p.m.	
	iv) Higher Grade in Telugu/ Urdu Shorthand	180/- p.m.	360/- p.m.	
	v) Lower Grade in both Telugu/ Urdu and English shorthand	200/- p.m.	400/- p.m.	
	vi) Lower Grade in Telugu/ Urdu Shorthand and Higher Grade in English Shorthand <b>or</b> Lower Grade in English Shorthand and Higher Grade in Telugu / Urdu Shorthand	200/- p.m.	400/- p.m.	
	vii) Higher Grade in Shorthand in both Telugu/ Urdu and English	225/- p.m.	450/- p.m.	
	viii) High speed of 150 words per minute in English Shorthand	450/- p.m.	900/- p.m.	Persons drawing this special pay shall not be eligible for special pay of stenographer separately
	ix) High speed of 180 words per minute in English Shorthand	500/- p.m.	1000/- p.m.	
	x) High Speed of 80 words per minute in Telugu Shorthand/ Urdu Shorthand	500/- p.m.	1000/- p.m.	

**8. Special Pays to the Teachers working in Visually Handicapped and Hearing Handicapped Children**

**08.15.** The Commission recommends the following increased rates of Special Pay to the teachers working in both the Government Schools and Aided Schools for Hearing Handicapped & Visually Handicapped Children.

(i)	Principal	..Rs.500/-p.m.
(ii)	Post Graduate Teacher	..Rs.400/-p.m.
(iii)	Trained Graduate Teachers/L.T.Assts./ School Assts.&Language Pandit, Grade-I	..Rs.400/-p.m.
(iv)	Secondary Grade Basic Training Teachers & Language Pandit, Grade-II	..Rs.350/-p.m.
(v)	Higher Elementary Grade Teachers	..Rs.250/-p.m.
(vi)	Special Teachers:	..Rs.250/-p.m.
	a) Mobility Orientation Training Teacher (MOTT)	
	b) Craft Teacher	
	c) Music Teacher	
	d) Physical Education Teacher (PET)	

The Commission also makes it clear that the Special Pay drawn by the staff in aided schools need not be protected as they will all draw the special pay now recommended from the date of issue of orders.

**9. Special Pays to the Drivers etc.**

**a) Drivers**

**08.16.** The existing rate of special pay of Rs.350/- p.m admissible to the Drivers of all Government Vehicles is recommended to be enhanced to Rs.500/-p.m. This special pay is also payable to all the Drivers belonging to work charged Establishment working in all Engineering Departments of Irrigation / Projects / Roads & Buildings / Panchayat Raj / Public Health Municipal Engineering, and also to the Drivers of Tractors and other moving vehicles and to the regular operators of Road Rollers.

**08.17.** Taking into account the nature of work, this special pay at Rs.500/- p.m is also now recommended to be extended to the following categories of posts belonging to work charged establishment.

1. Assistant Drivers of Launches / Boats/ Steamers.
2. Road roller operators.
3. Launch Drivers.

**08.18.** The request for reckoning Special pay as pay for purpose of calculation of D.A. & H.R.A. and the other request to grant Motor Cycle allowance to Drivers does not merit any consideration.

**b) Attenders driving Vehicles**

**08.19.** The existing special pay of the Rs.225/-p.m. sanctioned in G.O.Ms.No.96, Fin.(TA) Department, dt.06.04.2010, to the **Office subordinates (Attenders) who are required to perform the duties of Drivers, is recommended to be increased to Rs.325/- p.m.** If the period is less than a month, the amount of Special pay shall be proportionate. The certificate prescribed in G.O.Ms.No.278, Fin.(TA) Department, dt.15-10-2005 may be continued to be prescribed.

**10. Special Pay to the Section Officers, Assistant Section Officers and others**

**08.20.** On the request of the Section Officers and Assistant Section Officers of Secretariat, a Group of Ministers recommended enhancement of Special Pays of Section Officers from Rs.325/- p.m. to Rs.750/-p.m. and to sanction Rs.500/- p.m. to the category of Assistant Section Officer vide G.O.Ms.No.203, Finance (TA) Department, dated:31.07.2013 w.e.f 01.04.2013 as interim measure pending revision of their pay scales by the Pay Revision Commission. The Pay Revision Commission has reviewed the pay scales of Section Officers and Assistant Section Officers and suitably re-fixed the same in the new scales of pay. Keeping in view of the revision of pay scales of Sections Officers and Assistant Sections Officers, the Commission is of the view **that the Special Pays of Section Officer can be fixed @ Rs.475/- p.m., and for Assistant Section Officer @ Rs.300/- p.m.**

**Accordingly the Special Pay of Rs.475 p.m. is recommended in respect of the following categories.**

1. Section officer working in Secretariat, Legislature Secretariat, Raj Bhavan Secretariat, A.P. State Election Commission and A.P. Public Service Commission.
2. A.P. High Court
  - i) P.Ss to the Hon'ble Judges,
  - ii) Court Masters,
  - iii) Section Officers,
  - iv) Court Officers,
  - v) Scrutiny Officers,
  - vi) Accounts Officers, and
  - vii) P.Ss to Registrar.
3. A.P. Administrative Tribunal
  - i) Court Masters,
  - ii) Section Officers,
  - iii) Court Officers,
  - iv) Scrutiny Officers, and
  - v) Personal Assistants to the Hon'ble Chairman and members.



4. Institution of Lok Ayukta & Upa Lokayukta
  - i) Section Officers,
  - ii) Accounts Officer, and
  - iii) Personal Assistants.
  
5. Special Court under A.P. land Grabbing (Prohibition) Act:
  - i) Section Officers,
  - ii) Court Masters,
  - iii) Court Officers,
  - iv) P.S. to Chairman,
  - v) P.A. to Chairman, and
  - vi) Assistant Accounts Officer.

**In addition, the Special Pay of Rs.300/- p.m. recommended for all Assistant Section Officers working in Secretariat, Legislature Secretariat, Raj Bhavan Secretariat, A.P. High Court, A.P. Administrative Tribunal, A.P. Public Service Commission, A.P. State Election Commission, Institution of Lok-ayukta and Upa Lok-ayukta, Special Court for Land Grabbing Prohibition Act.**

#### **11. Special Pays to the various categories of posts in several Departments**

**08.21.** There are a large number of Departments where some of the Officers/Staff are eligible for special pay. While we have dealt with a few individual categories/Departments separately, in this section we have incorporated the special pay of different categories of employees spread over a large number of Departments as indicated in the statement given below:

#### **Special Pays to the various categories of posts in several Departments**

Sl. No.	Department & Category	Existing amount Rs.	Recommended amount Rs.	Remarks
<b>1</b>	<b>Advocate General Office</b>			
	P.S. to Advocate General	200/- p.m.	300/- p.m.	
<b>2</b>	<b>Agriculture Department</b>			
	i. P.A. to Commissioner	150/- p.m. (For Officer posted from Revenue Dept. on tenure basis. The Departmental officers are not eligible for this).	225/- p.m. (For Officer posted from Revenue Dept. on tenure basis. The Departmental officers are not eligible for this).	
	ii. Compositor	100/- p.m.	150/- p.m.	
	iii. Agri. Extension Officer (Sub-Assistants working in Soil Conservation Scheme)	125/- p.m.	200/- p.m.	

Sl. No.	Department & Category	Existing amount Rs.	Recommended amount Rs.	Remarks
<b>3.</b>	<b>Animal Husbandry Department</b>			
	Sweeper-cum-Post Mortem Attendant/ Post Mortem Attendant	150/- p.m.	225/- p.m.	
<b>4.</b>	<b>Common Categories</b>			
	i.	Telephone Operator	125/- p.m.	200/- p.m.
	ii.	Cycle Orderly	75/- p.m.	150/- p.m.
	iii.	Motor Cycle Messenger	75/- p.m.	150/-p.m.
	iv.	Office Sub-ordinates who attend to Roneo work where there are no posts of Roneo Operator	75/- p.m. (Not more than one Office Sub-ordinate in office shall be allowed this Special Pay).	125/- p.m. (Not more than one Office Sub-ordinate in office shall be allowed this Special Pay).
	v)	Shroff and Cashier and other Ministerial personnel in the pay scale of Rs.10900-31550 (2008 Pay scale) and below who handle cash and who have furnished cash security or Fidelity Bond.	(a)100/-p.m. (if the average monthly cash disbursed is above Rs.10,000 but less than Rs. 2,00,000/-)	150/-p.m. (if the average monthly cash disbursed is above Rs.10,000 but less than Rs. 2,00,000/-)
			(b)Rs.140/- p.m.(If the average monthly cash disbursed is above Rs.2.00 Lakhs but less than Rs.10.00 Lakhs)	225/- p.m. (If the average monthly cash disbursed is above Rs.2.00 Lakhs but less than Rs.10.00 Lakhs)
			(c)Rs.175/- p.m. (if the average monthly cash disbursed is Rs.10 lakhs and above)	250/- p.m. (if the average monthly cash disbursed is Rs.10 lakhs and above)
<b>5.</b>	<b>School Education</b>			
	i.	Headmasters of Primary Schools	75/- p.m.	125/-p.m.
	ii.	Headmasters of Upper Primary Schools	100/- p.m.	150/-p.m.
	iii.	Language Pandits Gr.II/S.G.B.T. Teachers (for handling High School Classes)	100/- p.m.	150/- p.m.
	iv.	Headmasters in Single Teacher Schools	50/- p.m.	100/-p.m.
<b>6.</b>	<b>Endowments Department</b>			
		Goldsmith	125/- p.m.	200/-p.m.

Sl. No.	Department & Category		Existing amount Rs.	Recommended amount Rs.	Remarks
<b>7.</b>	<b>Forest Department</b>				
	i.	Asst. Conservator of Forest and Dy. Conservator of Forest	300/- p.m. (for those working in D.F.O. flying Squad division).	450/-p.m. (for those working in D.F.O. flying Squad division).	
	ii.	Head Animal Keeper	150/- p.m.	225/-p.m.	
	iii.	Animal Keeper	100/- p.m.	150/-p.m.	
	iv.	Mahavat	150/- p.m.	225/-p.m.	
	v.	Keeper (Lion)	150/- p.m.	225/-p.m.	
	vi.	Booking Clerk at Nehru Zoological Park, Hyd.	75/- p.m.	125/-p.m.	
<b>8.</b>	<b>Government Pleaders' Office</b>				
		Administrator	400/- p.m.	600/-p.m.	
<b>9.</b>	<b>Institution of Lok Ayukta &amp; Upa Lok Ayukta</b>				
	i.	Registrar	--	750/- p.m.	
	ii.	Deputy Director (Investigations)	--	600/- p.m.	
	iii.	Personal Asst.to Lok-Ayukta	--	475/- p.m.	
	iv.	Personal Asst. to UP-Lok Ayukta	--	475/- p.m.	
	v.	P.A.to Registrar	--	475/- p.m.	
	vi.	Section Officer	--	475/- p.m.	
	vii.	Accounts Officer	--	475/- p.m.	
	viii.	Investigating Officer	--	475/- p.m.	
	ix.	Spl. Category Steno/ U.D.Steno	--	300/- p.m.	
	x.	Typist	--	125/- p.m.	
	xi.	Senior Driver	--	500/- p.m.	
	xii.	Motor Cycle Messenger	--	200/- p.m.	
	xiii.	Roneo Operator	75/- p.m.	125/-p.m.	
	xiv.	Jamedar	175/- p.m.	250/-p.m.	
	xv.	Head Constable	--	200/- p.m.	
	xvi.	Police Constable	--	125/- p.m.	
<b>10.</b>	<b>Legislature Secretariat</b>				
	i.	Secretary	750/- p.m.	1150/-p.m.	
	ii.	Special Secretary	750/- p.m.	1150/-p.m.	On Par with Secretary
	iii.	Estate Officer	300/-p.m.	450/-p.m.	
	iv.	Dubash/Sr. Dubhash	--	200/- p.m.	
	v.	Watchman	100/-p.m.	150/-p.m.	On par with Chowkidar of Secretariat

Sl. No.	Department & Category		Existing amount Rs.	Recommended amount Rs.	Remarks
<b>11.</b>	<b>Ayush (formerly Indian Medicine &amp; Homeopathy) Department</b>				
	i.	Principals of Ayur, Unani & Homeo Medical Colleges	325/- p.m.	475/-p.m.	
	ii.	Superintendent of Teaching Hospitals (Ayur, Unani & Homeo)	325/- p.m.	475/-p.m.	
	iii.	Lecturer P.G. (Ayur, Unani)	325/- p.m.	475/-p.m.	
	iv.	Medical Officers posted as Lecturers in Ayurveda, Unani and Homeo Medical colleges with Post Graduate Degree Qualification.	250/- p.m.	350/-p.m.	
	<b>v.</b>	<b>Under Graduation</b>			
		(a)Asst. Professor with P.G.	325/- p.m.	475/-p.m.	
		(b)Professor with P.G.	325/- p.m.	475/-p.m.	
	<b>vi.</b>	<b>Post Graduation</b>			
		(a)Technical Asst. with P.G	250/- p.m.	350/-p.m.	
		(b) Reader with P.G.	325/- p.m.	475/-p.m.	
		(c) Professor with P.G.	325/- p.m.	475/-p.m.	
	vii.	Compounders (Ayurveda, Unani & Homeo)	75/- p.m.	125/-p.m.	
	iii.	Sweeper-cum-Post Mortem Attendant/Post Mortem Attendant	150/- p.m.	225/-p.m.	
	ix.	Compounder (Ayurveda, Unani posted in Pharmacy Manufacturing units)	125/- p.m.	200/-p.m.	
<b>12.</b>	<b>Insurance Medical Services</b>				
		Special Grade Civil Surgeon	a) 250/-p.m.(Supdt. ESI Hospital, Sanath Nagar)	350/-p.m. (Supdt. ESI Hospital, Sanath Nagar)	
			b) 175/- p.m. (Superintendents of other Hospitals of less than 100 Beds)	250/-p.m. (Superintendents of other Hospitals of less than 100 Beds)	

Sl. No.	Department & Category		Existing amount Rs.	Recommended amount Rs.	Remarks
<b>13.</b>	<b>Medical Education Department</b>				
	i.	Superintendents of Teaching Hospitals	- -	- -	Since the Doctors working in the teaching institutions are allowed UGC Scales of pay the Special Pays are recommended to be discontinued.
	ii.	Principal of Dental College of Hyderabad	- -	- -	
	iii.	Superintendent, Nilofer Hospital	- -	- -	Since the Doctors working in the teaching institutions are allowed UGC Scales of pay the Special Pays are recommended to be discontinued.
	iv.	Superintendent, Mental Hospital	- -	- -	- do -
	v.	Civil Assistant Surgeons holding the post of Anesthetist in Teaching Hospitals	- -	- -	- do -
	vi.	Principals of Medical Colleges	- -	- -	- do -
	vii.	Professors in Medical Colleges who attends in a Teaching Hospital as Civil Surgeon	- -	- -	- do -
	viii.	Civil Asst. Surgeon/ Dy. Civil Surgeon/ Dy. Surgeon employed as Asst. Professor / Lecturer / Tutor in Medical Colleges.	- -	- -	- do -
	ix.	Professors working in Non-Clinical Department	- -	- -	- do -
	x.	Lady Medical Officer / Health Officer	325/- p.m.	475/-p.m.	
	xi.	Sweeper-cum-Postmortem attendant / Post Mortem Attendant	150/- p.m.	225/-p.m.	
<b>14.</b>	<b>National Cadet Corps (Accounts Branch)</b>				
	i.	Superintendent	- -	200/- p.m.	
	ii.	Senior Assistant	- -	150/- p.m.	
	iii.	Junior Assistant	- -	125/- p.m.	

Sl. No.	Department & Category		Existing amount Rs.	Recommended amount Rs.	Remarks
	iv.	Junior Accounts Officer (formerly Superintendent)	125/-p.m.	200/-p.m.	
	v.	Senior Accountant (formerly Senior Assistant)	100/-p.m.	150/- p.m.	
	vi.	Junior Accountant (formerly Junior Assistant)	75/- p.m.	125/- p.m.	
<b>15.</b>	<b>Police Department(other than the specific wings detailed below)</b>				
<b>A.</b>	i.	Director (FSL)	475/- p.m.	700/-p.m.	
	ii.	Store Keeper	300/- p.m.	450/-p.m.	
	iii.	Asst. Admn. Officer	300/- p.m.	450/-p.m.	
	iv.	Manager	300/- p.m.	450/-p.m.	
	v.	Chief Drill Instructor/ Chief Law Instructor	300/- p.m.	450/-p.m.	
	vi.	Asst. Chief Drill Instructor (RSI)/ Asst. Law Instructor	250/- p.m.	350/-p.m.	
	vii.	Sub-Inspector (Draughtsman)	75/- p.m.	125/-p.m.	
	viii.	Band Master (ARSI)	150/- p.m.	225/-p.m.	
	ix.	Asst. Drill Instructor	125/- p.m.	275/-p.m.	
	x.	Head Constable (Fitter Electrician)	75/- p.m.	125/-p.m.	
	xi.	Head Constable (Carpenter)	75/- p.m.	125/-p.m.	
	xii.	Head Constable (Painter)	75/- p.m.	125/-p.m.	
	xiii.	Head Constable (Blacksmith)	75/- p.m.	125/-p.m.	
	xiv.	Head Constable (Driver) (who drive four wheeler etc.,)	250/- p.m. (**)	350/-p.m.	
	xv.	Police Constable (Driver) (who drive four wheeler etc.,)	250/- p.m. (**)	350/-p.m.	
	xvi.	Head Constable (Driver) (Who drive Motor Cycles etc.,)	75/- p.m. (**)	125/-p.m.	
	xvii.	Police Constable (Driver)(who drive Motor Cycles etc.)	75/- p.m. (**)	125/-p.m.	

Sl. No.	Department & Category		Existing amount Rs.	Recommended amount Rs.	Remarks
	xviii	Photographer (Rs.10900-31550)	125/- p.m.	200/-p.m.	
<p>** Payment of this special pay will be restricted to the cadre strength of Head Constable / Police Constable Drivers in all the wings of the Police Department sanctioned by the Government. Any Other Allowance/ Spl. Pay now being allowed for driving vehicles stands discontinued.</p>					
<b>B.</b>	<b>City Police</b>				
	i.	Addl. S.P.	300/- p.m.	450/-p.m.	
	ii.	Commandant, A.P.S.P.	300/- p.m.	450/-p.m.	
<b>C.</b>	<b>C.I.D.</b>				
	i.	Addl.S.P.	425/- p.m.	625/-p.m.	
	ii.	Dy.S.P./A.C.P.	375/- p.m.	550/-p.m.	
	iii.	Inspector of Police	300/- p.m.	450/-p.m.	
	iv.	Sub-Inspector	275/- p.m.	400/-p.m.	
	v.	Head Constable	125/- p.m.	200/-p.m.	
	vi.	Police Constable	75/- p.m.	125/-p.m.	
<b>D.</b>	<b>Police Transport Organization:</b>				
	i.	Inspector of Police	200/- p.m.	300/-p.m.	
	ii.	Sub-Inspector	150/- p.m.	225/-p.m.	
	iii.	Head Constable	60/- p.m.	100/-p.m.	
	iv.	Police Constable	60/- p.m.	100/-p.m.	
	v.	Police Constable	350/- p.m. **	500/-p.m.	
	vi.	Head Constable	350/- p.m. **	500/-p.m.	
<b>**</b>	<b>who are actually discharging the duties of Driver of Police Department</b>				
<b>E.</b>	<b>Police Communications</b>				
	i.	Inspector of Police	250/- p.m.	350/-p.m.	
	ii.	Sub-Inspector	250/- p.m.	350/-p.m.	
	iii.	Asst. Sub-Inspector	175/- p.m.	250/-p.m.	
	iv.	Head Constable	150/- p.m.	225/-p.m.	
	v.	Police Constable	100/- p.m.	150/-p.m.	
<b>F.</b>	<b>Finger Print Bureau</b>				
	i.	Inspector of Police	160/- p.m.	250/-p.m.	
	ii.	Sub-Inspector	150/- p.m.	225/-p.m.	
	iii.	Asst. Sub-Inspector	75/- p.m.	125/-p.m.	
<b>G.</b>	<b>DSB, DCB, RDSB, RDCB, City S.B., City C.B.</b>				
	i.	Inspector of Police	275/- p.m.	400/-p.m.	

Sl. No.	Department & Category		Existing amount Rs.	Recommended amount Rs.	Remarks
	ii.	Sub-Inspector	180/- p.m.	250/-p.m.	
	iii.	Asst. Sub-Inspector	125/- p.m.	200/-p.m.	
	iv.	Head Constable	125/- p.m.	200/-p.m.	
	v.	Police Constable	75/- p.m.	125/-p.m.	
<b>16.</b>	<b>Ports Department</b>				
	i.	Director	300/- p.m.	450/-p.m.	
	ii.	Port Officer	275/- p.m.	400/-p.m.	
	iii.	Port Conservator	125/- p.m.	200/-p.m.	
	iv.	Asst. Port Conservator/ Wharf Supervisor	125/- p.m.	200/-p.m.	
	v.	Sarang	200/- p.m.	300/-p.m.	
	vi.	Operator – Grade II	325/- p.m.	475/-p.m.	
	vii.	Oilman (Fireman)	150/- p.m.	225/-p.m.	
	viii.	Lascar	150/- p.m.	225/p.m.	
	ix.	Mazdoor	150/- p.m.	225/-p.m.	
<b>17.</b>	<b>Printing, Stationery &amp; Stores Purchase Dept.</b>				
	i.	Manager (works) (formerly Asst. Director (Tech.))	250/- p.m.	350/-p.m.	
	ii.	Typographer (formerly Tracer-cum-Artist)	150/- p.m.	225/-p.m.	
	iii.	Dy. Director, Kurnool	275/- p.m.	400/-p.m.	
	iv.	Compositor	100/- p.m.	150/-p.m.	
<b>18.</b>	<b>Protocol Department (Formerly Government House Department)</b>				
	i.	Additional Director of Protocol (formerly Addl. Comptroller)	350/- p.m.	500/-p.m.	
	ii.	Deputy Director of Protocol (formerly Deputy Comptroller)	250/- p.m.	350/-p.m.	



Sl. No.	Department & Category		Existing amount Rs.	Recommended amount Rs.	Remarks
	iii.	Asst. Director of Protocol (formerly Asst. Comptroller)	200/- p.m.	300/-p.m.	
	iv.	Protocol Officers	350/- p.m.	500/-p.m.	
	v.	Butlers	100/- p.m.	150/-p.m.	
<b>19</b>	<b>A.P. Engineering Research Labs</b>				
	i.	Director	500/- p.m.	1000/- p.m.	Special Pays increase by 100% recommended to these categories as they are highly qualified technical personnel engaged on basic research work in the field of Civil Engineering that is directly relevant to the development work of all Engineering Departments.
	ii.	Joint Director	425/- p.m.	850/- p.m.	
	iii.	Dy. Director	325/- p.m.	650/- p.m.	
	iv.	Research Officer	325/- p.m.	650/- p.m.	
	v.	Asst. Research Officer/ Standard Officers	250/- p.m.	500/- p.m.	
	vi.	Research Assistant/ Observer/ Mechanical Supervisor	200/- p.m.	400/- p.m.	
	vii.	Work Supervisor (Computer)	200/- p.m.	400/- p.m.	
	viii.	Supervisor (Computer)	200/- p.m.	400/- p.m.	
	ix.	Computer	200/- p.m.	400/- p.m.	
	x.	Assistant Computer	100/- p.m.	200/- p.m.	
	xi.	Draughtsman Grade-I	125/- p.m.	250/- p.m.	
	xii.	Draughtsman Grade-II	125/- p.m.	250/- p.m.	
<b>20</b>	<b>Engineering Departments (Irrigation &amp; Command Area Development Dept. etc. Designs, Research &amp; Investigation Wings)</b>				
	i.	Superintending Engineer	600/- p.m.	900/-p.m.	
	ii.	Reception Engineer (Srisailam Project)	450/- p.m. (as personal to the existing incumbent)	675/-p.m. (as personal to the existing incumbent)	
	iii.	Executive Engineer	500/- p.m.	750/-p.m.	
	iv.	Dy. Executive Engineer	350/- p.m.	500/-p.m.	
	v.	Asst. Executive Engineer/Asst. Engineer	300/- p.m.	500/-p.m.	
	vi.	Overseer/ Draughtsman	200/- p.m.	300/-p.m.	

Sl. No.	Department & Category		Existing amount Rs.	Recommended amount Rs.	Remarks
	vii.	Store Keeper Gr.I	200/- p.m.	300/-p.m.	Only to those who are in-charge of Engineering material of Engineering Stores
	viii.	Store Keeper Gr.II	175/- p.m.	250/-p.m.	-do-
	ix.	Store Keeper Gr.III	150/- p.m.	225/-p.m.	-do-
<b>21.</b>	<b>Raj Bhavan</b>				
	i.	Jamedar	175/-p.m.	250/-p.m.	
	ii.	Daffedar	175/-p.m.	250/- p.m.	on par with Jamedar
	iii.	Office Sub-ordinate	150/-p.m.	225/-p.m.	
	iv.	Garage Supervisor	100/-p.m.	150/-p.m.	on par with Head Driver of Secretariat G.A. Dept.
<b>22.</b>	<b>Resident Commissioner, Government of A.P., New Delhi</b>				
		(i) Assistant Commissioner	350/- p.m.	500/-p.m.	
		(ii) L.A.O.	350/- p.m.	500/-p.m.	
		(iii) Protocol Officer	350/- p.m.	500/-p.m.	
		(iv) Assistant Liaison Officer	250/- p.m.	350/-p.m.	
		(v) Assistant Reception Officer	250/- p.m.	350/-p.m.	
		(vi) Lift Operator * on par with Lift Operator in Secretariat	*100/- p.m.	150/-p.m.	
<b>23.</b>	<b>Chief Commissioner Land Administration</b>				
	i.	M.R.O	300/- p.m.(Only for M.R.Os discharging the duties of Executive Magistrates)	450/-p.m.	
	ii.	Roneo Operator	100/- p.m.	150/-p.m.	
<b>24.</b>	<b>Commercial Taxes Department</b>				
	i.	Joint Commissioner (Enforcement)	450/- p.m.	675/-p.m.	
	ii.	Joint Commissioner (Legal)	450/- p.m.	675/-p.m.	
	iii.	State Representative before Sales Tax Appellate Tribunal	450/- p.m.	675/-p.m.	
	iv.	Dy. Commissioner (Legal)	450/- p.m.	675/-p.m.	
	v.	Asst. Commissioner (Services/ Legal)	150/- p.m.	225/-p.m.	

Sl. No.	Department & Category	Existing amount Rs.	Recommended amount Rs.	Remarks	
<b>25.</b>	<b>Registration &amp; Stamps Department</b>				
	i.	Sub-Registrar Gr.I (Working as Superintendent in I.G. Office and D.I.G's Office)	125/- p.m.	200/-p.m.	
	ii.	Sub-Registrar Gr.II (Working as Superintende-nt in I.G's Office)	100/- p.m.	150/-p.m.	
<b>26.</b>	<b>Secretariat</b>				
	i.	Dy. Secretary/ Joint Secretary/ Addl. Secretary(AIS)	400/- p.m. (one post only)	800/-p.m. (one post only)	
	ii.	Asst. Secretary to Govt. (AIS) GAD	300/- p.m.	700/-p.m.	
	iii.	All Assistant Secretaries in Secretariat including Law and Finance, Raj Bhavan, Legislature Secretariat, A.P. State Election Commission, APPSC and Assistant Draftsman of Law Dept.,	- -	600/- p.m.	
	iv.	Dy. Director (RES) (E.F.E.S. &T. Dept.)	325/- p.m.	475/-p.m.	
	v.	Roneo Operator	100/- p.m.	150/-p.m.	
	vi.	Chowkidars	100/- p.m.	200/-p.m.	
	vii.	Asst. Section Officer (Caretaker), Finance Dept.	90/- p.m.	200/-p.m.	
	viii.	Asst. Section Officer (Caretaker), Industries & Commerce Dept.	90/- p.m.	200/-p.m.	
	ix.	Supervisory Driver (Finance Dept.,)	100/- p.m.	150/-p.m.	
	x.	Head Driver, G.A. Department	100/- p.m.	150/-p.m.	
	xi.	Asst. Section Officer (SC Section)	200/- p.m.	300/-p.m.	
	xii.	Section Officer (SC)	350/- p.m.	500/-p.m.	
	xiii.	Section Officer(SC) G.A.D. incharge of Cipher	150/- p.m.	225/-p.m.	
	xiv.	Two Asst. Section Officerswho assist the SectionOfficer, GAD (SC) in-charge Of Cipher	120/- p.m.	200/-p.m.	

Sl. No.	Department & Category		Existing amount Rs.	Recommended amount Rs.	Remarks
	xv.	Lift Operator	100/- p.m.	150/-p.m.	
	xvi.	Record Assistant (Working in Genl.Admn. (Spl.A/Spl.B) Dept.)	75/- p.m. (To be continued to the existing incumbent)	125/-p.m. (To be continued to the existing incumbent)	
	xvii.	Typist (working in S.C. Sections of Genl. Admn. Dept. & Home Dept.)	75/- p.m.	125/-p.m.	
<b>27.</b>	<b>Text Book Press</b>				
		Compositor	100/- p.m.	150/-p.m.	
<b>28.</b>	<b>Translation &amp; Other Departments</b>				
	i.	Senior Translators/ Translators (Law Dept.)	150/- p.m. (For those who are Sr. Translators/ Translators (Law) in the scale of Rs.14860-39540 and above)	225/-p.m. (For those who are Sr. Translators/ Translators (Law) in the scale of Rs. 28940-78910 and above)	
	ii.	Junior Translators, Assistant Translator	120/- p.m. (For those who are Jr. Translator/ Asst. Translator in the scale below Rs.14860-39540)	200/- p.m. (For those who are Jr. Translator/ Asst. Translator in the scale below Rs.28940-78910)	
<b>29.</b>	<b>Municipal Corporation of Hyderabad</b>				
	i.	Compositor	100/- p.m.	150/- p.m.	

## **12. Training Incentive / Special Pay to the Staff working in Training Institutes**

**08.22.** In the State of Andhra Pradesh, Dr. MCR HRD Institute, A.P. Police Academy, A.P. Judicial (Law) Academy & WALAMTARI are Apex Training Institutions and they are classified as category-I Institutions in G.O.Ms.No.188, G.A. (AR&T-III) department, Dt.29-03-1988, while the Training Institutions belonging to other Departments are classified as category-II Institutions in the above Government Order.

**08.23.** With a view to having uniformity between the four Apex Training Institutes referred to above, which are categorised as category-I institutions, the PRC 2010 recommended that Training Incentive @ 20% of basic pay be paid to the faculty members drafted on deputation from other departments. In respect of the other Training Institutions of the various departments which are categorised as category-II Institutions in G.O.Ms.No.188, G.A. (AR&T-III) Dept., Dt.29-03-1988, and also the Training Institutes of other departments not covered by the above G.O. the PRC 2010 recommended that training incentive be paid @ 15% of basic pay to those faculty members drawn on deputation

from other departments/ organizations. If the Training Institutions are a part of the department and the persons are Inter-transferrable from Training Wing to the regular departmental work, the members posted to work in such Training Wings of the Departments as faculty members may be allowed an incentive of 15% of their basic pay, for the period they work in the Training Wing. In so far as non faculty members are concerned, the PRC 2010 recommended recruitment of persons required on a regular basis or get the work done through outsourcing. For the existing incumbents who are on deputation to the training institutes, they may be paid 5% of the basic pay as deputation allowance. PRC 2010 also recommended that, in addition to the training incentive recommended above, no deputation allowance is payable to the faculty members and others drafted on deputation.

**08.24. The Commission is of the view that the existing instructions with regard to providing of training incentives to the faculty members/staff working in the training institutes are adequate and no further changes are required.**

**CHAPTER-IX**  
**AUTOMATIC ADVANCEMENT SCHEME**

**09.01.** The Automatic Advancement Scheme was introduced in May 1981 as partial response to the demands of the various Associations for ensuring adequate promotional opportunities in their career. It is well known that the promotional opportunities vary from Department to Department and are largely dependent upon the thrust of the Governmental programmes at different points of time. Since the focus may vary from time to time, it is possible that rapid promotional opportunities available in one Department at a particular point of time may not be sustained as a result of a shift in the emphasis in the programmes implemented by the Government. Since, it was not possible for Government to ensure adequate promotional opportunities for all employees, the scheme of Automatic Advancement was introduced to provide to the employees monetary compensation in the absence of promotional opportunities. The scheme has been reviewed by successive Pay Revision Commissions and some modifications made. However, over a period time the main components of the scheme have by and large remained the same.

**Inception and earlier orders :**

**09.02.** Government introduced the Automatic Advancement Scheme with Special Grade and SPP / SAPP posts for those employees who had completed 10 years and 15 years of service in a particular cadre respectively vide G.O.Ms.No.117, F&P(FW, PRC-I) Department, dated: 25/5/1981. The scheme was initially made applicable to all employees in the pay scale of upto Grade -XVII in the AP Revised Scales of Pay, 1978 and later extended to Grade -XVIII.

**09.03.** In order to remove the anomaly of a Junior who was Promoted later but drawing more pay than his Senior Promoted earlier, without getting the benefit of AAS orders were issued vide G.O.Ms.No.297, F&P(F.W.PRC-I) Department, dated. 25/10/1983, subject to fulfillment of the following conditions:-

- (i) both the senior and junior should have been drawing pay in an identical scale;
- (ii) the senior as well as the Junior should be promoted to the same category of post carrying the same scale of pay;
- (iii) the pay of the Junior in the lower category should have been less than or equal to that of senior in the lower category prior to promotion of the senior to the higher post;
- (iv) once the pay of the senior is re-fixed under F.R. 27 on par with that of the junior in the identical post carrying an identical scale of pay, the next increment of the senior will be admissible only after completion of the required period of service to earn an increment with effect from the date of re-fixation of pay;

- (v) the anomaly should be directly as a result of the application of the orders issued in Government Order read above. If not, for example, if even in the lower post, the junior was drawing more pay in the lower post than the senior for any reason, such as grant of advance increments for merit or as a reward of under such circumstances, there is no case to raise the pay of the senior in the higher post to be equal to that of his junior under these orders and therefore these orders would not be applicable in such cases; and
- (vi) in all cases affected by this order, the pay shall be fixed notionally from the date the junior got a pay higher than that of the senior in the higher post with monetary benefit from the date of these orders.

### **Scheme in Fifth (1986) Pay Revision**

**09.04.** The Pay Revision Commissioner, 1986 among others, recommended another level of automatic advancement after completion of 22 years of service. Accordingly recommendations orders were issued in G.O(P) No.2, F&P(FW, PRC-I) Department, dated: 4/1/1988, introducing second level promotion post i.e., Special Promotion post-II/ Special Adhoc Promotion post-II after completion of 22 years in addition to Special Grade and Special Promotion post-I/ Special Adhoc Promotion post-I scales (i.e. 10 years and 15 years). The above scheme was extended upto XVIII grades.

### **Scheme in Sixth (1993) Pay Revision**

**09.05.** The 1993 Commission noted that the scheme had some distinct problems.

- (1). There were a number of instances where the junior started drawing higher pay than the senior if he happened to get regular promotion after availing himself of the benefit of the special promotion post. Since a senior normally is expected to get the promotion earlier, such instances were numerous.
- (2). As regards SPP-II, it was noticed that the benefit enjoyed by people in different departments varied substantially. Very few people got the benefit under the scheme as it was unlikely that a person would remain in the same post without regular promotion for a continuous period of 22 years. Further, since the scales in the promotion posts varied from department to department, the quantum of benefit derived varied, based upon the department in which an employee is placed. There were instances where an employee who was in receipt of benefit under SPP-II had to work under a person who got a regular promotion which carried a pay scale equivalent to SPP-I.

**09.06.** To mitigate these problems, the 1993 Pay Revision Commission recommended the following modifications to the scheme :

- (i) The extension of Automatic Advancement Scheme to Special Promotion Post-II Level may be dropped.
- (ii) On completion of 24 years of service without promotion through fully eligible for promotion to Special Promotion Post I, benefit of one increment may be allowed. The benefit of one increment on completion of 24 years of service will not be available to those already in Special Promotion Post II./Special Adhoc Promotion Post -II Scale.
- (iii) Those in Special Promotion Post -II/ Special Adhoc Promotion Post- II Scale will continue to be in those scales.
- (iv) Provisions of G.O.Ms.No. 297, Finance, dated: 25.10.1983 may be extended to similar cases which have arisen on account of implementation of Special Promotion Post-II / Special Adhoc Promotion Post-II levels.
- (v) The benefit of FR-22-B may be made available only to those who got promotion without getting benefit of Automatic Advancement Scheme.

**09.07.** Accordingly orders were issued in G.O.Ms. No.290, F&P (FW, PCII) Department, dated:22/7/1993, revising the Automatic Advancement Scheme in 1993 pay scales and the above orders came into force from 01.08.1993. The scheme was then extended upto XXI grades.

**09.08.** Subsequently, the anomaly of junior drawing more pay than senior promoted earlier was brought to the notice of the Government. It was then decided to allow the seniors in higher promotion post, to draw higher scale of pay being drawn by their junior from the date on which the later was appointed to SPP scale-II, with fixation of pay under F.R.22(a)(i), and to step up the pay of the senior on par with that of the junior from the date from which the later was appointed to SPP scale-II. Accordingly orders were issued in G.O.(P).No.75, Finance(P.C.II) Department, dated: 22/02/1994, subject to fulfillment of following conditions :

- (i) That such of the seniors who were on promotion to the next higher post in the regular line on the date on which the juniors were appointed to the SPP Scale-II shall be entitled to the SPP Scale-II from the date on which the juniors appointed to SPP scale-II. They shall also be entitled to have their pay fixed from the date in the SPP scale-II in terms of F.R.22(a)(i) read with FR 31(2).
- (ii) That even after fixing the pay as per para (i) above in the SPP Scale-II, if the pay of the junior happens to be more than the pay of the senior, the pay of the senior shall be stepped upto the pay of the junior from which the pay of the junior was more from the date.



**09.09.** The orders in the above para are subject to the following conditions:

- (a). The senior should have put in 22 years of incremental service (both lower as well as officiating put together) by the date from which the junior was appointed to SPP-II scale.
- (b). That the junior and senior should belong to the same category in the lower post; and that both should have drawn pay in a same time scale, before the senior was promoted. These orders are not applicable to the seniors who are appointed by direct recruitment to higher post.
- (c). That the pay of the junior in the lower category should have been equal, or less than that of his senior prior to the promotion of senior to that of 1<sup>st</sup> level promotion post.
- (d). The anomaly should have arisen directly as a result of the application of orders issued in G.O.(P).No.2, Finance and Planning(F.W.PRC.I) Department, dated: 04/01/1988.

**09.10.** After stepping up of the pay as ordered above, the next increment of the senior shall be admissible only after completion of the required period of service from the date of fixation of pay, provided that if the junior gets the benefit of re-fixation of pay under FR 31(2) earlier, then the date of increment the pay of the senior shall again be stepped upto that of the junior.

**09.11.** These orders were made applicable to the cases which arose in between 1-7-1986 and 31-7-1993 since the modified Automatic Advancement Scheme ordered in the G.O.(P).No.290, Finance and Planning (F.W.P.C.II) department, dated: 22/07/1993 came into force w.e.f. 1-8-1993.

**09.12.** Orders for implementing the above recommendations on the modified Automatic Advancement Scheme, were issued vide G.O.(P).No.362, Fin.& Plg. (FW PC-II) Dept., dated:28.10.1994 w.e.f. 01.07.1992.

**09.13.** It was brought to notice of the Govt. that there were instances where a junior is drawing more pay than senior by the virtue of his pay fixed under Automatic Advancement Scheme in the PRC 1993 on or after 1-7-1992. Accordingly orders were issued in G.O.(P) No.223, F&P (FW,PC-II) department, dated: 10/9/1996 for rectification of anomaly in the pay scales of senior who was drawing less pay as a result of junior getting Automatic Advancement Scheme grades after introduction of modified Automatic Advancement Scheme be stepped up on par with his junior subject to fulfillment of following conditions:

- (i). The senior should be appointed to the Automatic Advancement grades prior to 1-7-1992 and the junior should have been appointed to the modified Automatic Advancement grades on or after 1-7-1992.

- (ii). The senior should have been drawing equal or more pay than the junior on the date of appointment to the Automatic Advancement grades prior to 1-7-1992.
- (iii). Both the Junior and Senior should belong to the same category.
- (iv). The anomaly should be a direct result of junior getting the benefit in the modified Automatic Advancement Scheme.

**09.14.** After stepping up of pay, the senior will earn next increment only after completion of the required period of service of increment. The above orders came into force from 1-7-1992 with monetary benefit from 1-4-1993.

#### **Scheme in seventh (1999) Pay Revision**

**09.15.** The PRC 1999 recommended to continue the scheme without any modification and accordingly orders were issued vide G.O.(P) No.150, Fin. & Plg. (FW PC-II) Dept., dated:01.09.1998. However, it was clarified that the employees on completion of 45 years of age be exempted from passing the Department Test as prescribed in the service rules to get normal promotion, for appointment to Special promotion posts also subject to the conditions as laid down in the orders exempting the employees from passing the Departmental Tests to get promotion as issued by the General Administration Department vide G.O.Ms.No.225, Genl. Admn. (Ser-C) Dept., dt., 18.05.1999.

#### **The Scheme in Eighth (2005) Pay Revision:**

**09.16.** The 2005 Pay Revision Commission reviewed the scheme and recommended for continuation of the special grade after 8 years and the special promotion post scale / special adhoc promotion post scale after 16 years. In place of an increment at the end of 24 years, the Commission recommended a second level promotion post called the special promotion post scale-II / special adhoc promotion post scale-II for those who have completed 24 years of service without any promotion. It was also recommended that those who get promoted to the regular post be given pay fixation benefit under FR 22-B even if they had availed of the benefit of SG/SPP-I.

**09.17.** Government issued orders implementing the above recommendations on the modified AAS in G.O.Ms.No.241, Fin (PC-II) Dept., dated:28.09.2005. The modifications to the Automatic Advancement Scheme made by the 2005 P.R.C., led to a spate of representations which were considered by the Government and also by the Anomalies Committee.

**09.18.** The anomaly was created primarily due to the reintroduction of pay fixation on promotion under F.R. 22-B w.e.f.1.7.2003 as recommended by the P.R.C., 2005, which enabled the juniors to get a better pay fixation on promotion under F.R. 22-B in this scheme when compared to their seniors who got only the benefit of pay fixation on promotion under F.R. 22 (a) (i) read with FR 31(2). The request to bring the pay of seniors on par with their juniors who

were drawing a higher pay scale was rejected by the Government through their Circular Memo No. 2620-A/65/FR II/07 dt.20.2.2007.

### **Scheme in the Ninth (2008) Pay Revision:**

**09.19.** The Ninth Pay Revision Commissioner reviewed the scheme in detail in the light of the representations of employees associations and recommended the following:

- (a) *The existing system of awarding Automatic Advancement Scheme scales on completion of 8/ 16 and 24 years shall be continued.*
- (b) *These orders shall apply to all those who are drawing pay in Grade-I to Grade-XXV i.e., upto and inclusive of the Revised Pay Scales of Rs.25600-50560 as indicated in Schedule -I of the Government order of G.O.Ms.No.52, Finance (PC-I) Department, dated 25/02/2010.*
- (c) *The benefit of pay fixation under F.R.22-B shall continue to be allowed on promotion even if the employee had derived the benefit under Special Grade Scale/Special Promotion Post Scale-1. If this results in the senior drawing less pay than that of junior, the pay of the senior should be stepped up with effect from the date of promotion of the junior, to a figure equal to the pay as fixed for the junior in the higher post to which he/she is promoted on or after 01/07/2008 subject to the following conditions:*
  - (i). *Both the senior and junior should have been drawing pay in an identical scale.*
  - (ii). *Both the senior and junior should be in service as on 01/07/2008 and junior should have been promoted on or after 01/07/2008. In other words the anomaly should have arisen on or after 01/07/2008.*
  - (iii). *The senior as well as the junior should be promoted to the same category of post carrying the same scale of pay under the same mode of recruitment and from the same unit of appointment in the lower category.*
  - (iv). *The pay of the junior in the lower category should have been less than or equal to that of the senior in the lower category prior to promotion of the senior to the higher post.*
  - (v). *The anomaly should be directly as a result in the case of junior, who is promoted to a higher post after getting the benefit of Automatic Advancement Scheme and got more pay than his senior in the same category, who got promotion to the higher post without the benefit of Automatic Advancement Scheme.*

- (vi). *The pay of the senior should have been fixed under F.R.22(a)(i) read with F.R.31(2) on promotion from Automatic Advancement Scales in the feeder category, whereas the pay of the junior should have been fixed under F.R.22-B on promotion from Automatic Advancement scales in the feeder category.*
- (vii). *The stepping up pay is not admissible in cases where the junior is drawing higher pay for any other reason such as sanction of Advance Increment for possession of higher qualification or Family Planning Incentive Increment or reckoning D.A thereon for fixation of pay in earlier pay revisions, advance increments for merit, or on account of longer service in the lower post for working in various units of appointments etc.,*
- (viii). *In all cases affected by this order, the pay of the senior shall be fixed notionally from the date the junior got higher pay than that of the senior in the higher post, with monetary benefit from 01/02/2010, if such anomaly arose in between 01-07-2008 to 31-01-2010. In cases where such anomaly arose after 01-02-2010, the benefit shall be allowed from the date the pay of the junior was more than that of senior.*

*(d) Where the Service Rules are relaxed to enable regular promotions, they should be automatically extended to get the benefits under Automatic Advancement Scheme.*

*(e) If the service rules are changed imposing additional qualifications for promotion after the entry of the individual into service, thereby depriving him for the benefit of promotion and consequently to the benefits of Special Promotion Post Scale-I/ Special Promotion Post Scale-II, he/she shall be given the benefit of the next scale contemplated under the Special Adhoc Promotion Post Scale-I & II.*

**09.20.** Orders were issued implementing the above recommendations vide G.O.Ms.No.93, Finance (PC.II) Department, dated:03-04-2010.

**09.21.** The Joint Action committee of Government employees, Teachers and Pensioners requested the State Government for four automatic advancement grades with an interval of six years and the State Government accepted the request. In pursuance of the agreement reached orders were issued in G.O.Ms.No.96, Finance (P.C.II) Department, dated:20.05.2011 modifying the periodicity of the above scheme to 6,12,18 and 24 years These orders were implemented with effect from 01.02.2010.

**09.22.** All most all the associations desired before this Commission that the Automatic Advancement Scheme should continue. They however, suggested some modifications to the scheme to make it more attractive.

**09.23.** The following are some of the important suggestions made and our recommendations thereon:

- a) Reduce the waiting period under the Automatic Advancement Scheme.
- b) Increase the number of up-gradations. The requests regarding periodicity of up-gradation varied from every 4 years to 6 years. Most of the Associations requested the periodicity to be fixed as 5,10,15,20 and 25 years.

Since the revision of the periodicity and up-gradation under the scheme has taken place recently, this Commission sees no substantive ground to change it further. The existing scheme fulfils its basic objective of providing financial benefit of increments/promotion scale to the employees who do not get promotion, within the period of prescribed periodicity.

**09.24.** Some of the associations have requested that the financial up-gradation may be made whether the employee is qualified for promotion or not on the ground that there is no change in the work turned out by the employee.

The Automatic Advancement scheme is intended for those who could not get promotion for want of vacancy but it is not to confer unintended or undue benefit. Allowing automatic advancement grades without possessing qualifications discourages the initiative to acquire the requisite qualifications for promotion. The Commission sees no merit in this. Hence, the request cannot be accepted.

**09.25.** Another request is that pay fixation benefit in each one of these cases may be given under F.R. 22-B, instead of FR 22 (a) (i).

The Commission is of the view that the scheme is not intended to pass on undue advantage. Pay fixation under FR22(B) should be available only on regular promotion. The fixation of pay on appointment to the Automatic Advancement grades under FR22(a)(i) is adequate.

**09.26.** Another request is that the benefit under Automatic Advancement Scheme may be extended upto Grade-XXVI, in order to avoid frustration and stagnation among the senior category of employees in higher grades.

The Commission does not find stagnation at the higher levels. Hence there is no reason for extension of existing scheme beyond the existing permitted level.

**09.27.** Another request is that in case, the application of the scheme results in the senior drawing less pay than the junior at any time, the senior's pay may be brought on par with that of his junior.

Such type of cases are already covered under the conditions laid down in G.O.Ms.No.297, Finance & Planning (F.W.PRC.I) Dept., dt.25.10.1983.

**09.28.** Another request is that the provisions of Rule 6 (g)(i) of the A.P. Revised Scales of Pay Rules may be extended to Automatic Advancement Scheme.

In 1993 pay scales, it was clarified vide G.O.Ms.No.351, Fin & Plg (FW-PC I) Dept., dt.15.10.1994 that where the pay of a Government Employee in the Special Grade Scale was equal or less than the pay fixed in the Ordinary Grade Scale his pay in the higher post shall be fixed at the stage next above the pay fixed in the ordinary Grade Scale on the analogy of Rule 6 (g)(i) of the A.P. Revised Scales of Pay Rules, 1993. The pay on the date of next increment in the Ordinary Grade in the Revised Pay scales, 1993 shall be regulated under F.R. 31 (2). In subsequent revisions of 1999, 2005 and 2010 revisions the same provision has not been adopted.

Subsequently, while examining the proposals regarding extension of Rule 6 (g) (i) of G.O.Ms.No.52, Finance (PC-I) Dept., dated.02.05.2010 to the pay fixations of Teachers/Employees holding the scale under AAS in the revised pay scales 2010, the Government vide Memo. No. 29300.D/175/PC-I/A2/2010, dated.03.12.2010 have instructed the Director of Treasuries and Accounts to reject such pay fixation bills presented under Rule 6 (g)(i) of G.O.Ms.No. 52 Finance (PC-I) Dept., dated.25.02.2010 between Ordinary Grade and Special Grade, Special Grade and SPP- I /SAPP-I and SPP-I and SPP-II/SAPP-II.

The Commission is of the view that there is no need to extend the provisions of rule 6(g)(i) to Automatic Advancement Scheme, as per the instructions issued vide Government Memo No.29300-D/175/PC.I/A2/2010, dt.3.12.2010.

**09.29.** Another request is for rectification of the anomaly in the pay fixation under FR 22-B in between 1993 and 2005 revisions.

The Commission is of the view that Government have already issued orders vide Memo No.2620-A/65/FR.II/2007, dt.20.2.2007 to deal with such cases and these orders are considered to be adequate.

**09.30.** Another request is to allow Special Grade Scale to the teachers who got regular promotion after getting SPP-II scale. As per G.O.Ms.No.93, Finance (PC-II) Dept., dated: 03.04.2010, the employees after availing the benefit of SPP-II are not eligible for AAS and for their further promotion.

The Commission is of the view that the orders issued by the Government vide G.O.Ms.No.93, Finance (PC-II) Dept., dated: 03.04.2010 are adequate.

**09.31.** Another request is that the service rendered in different posts carrying same scale of pay may be counted for grant of benefits under Automatic Advancement Scheme i.e., the categories of Typist/ Junior Assistant.

The stagnation for appointment to the automatic advancement grades is with reference to the service rendered in a particular category. However, in certain cases, the employees may be appointed to the posts carrying same scale of pay. It may be due to compulsions or stipulations in the service rules. For the employee opting for such posting. We come across such instances in case of Typists/Junior Assistants, Stenographers opting for the posts of Junior Assistants or Senior Assistants or Superintendents. It may be due to limited promotional channels in the category of Stenographers. In Secretariat, the Private Secretaries have to work for two years as Section Officers. Earlier, when there was no promotion channel for the Private Secretaries to Secretaries to Govt., and had to take conversion as Section Officers, the service rendered in the both the categories used to be reckoned for purpose of Automatic advancement grades. There is thus a justification to reckon the total service rendered in the categories carrying the same scale of pay.

**9.32.** Another request is to grant the exemption to Visually Handicapped employees from the requirement of passing departmental tests for sanction of Special Promotion post Scales:

The Government vide G.O.Ms.No.748, General Administration (Services-C) Department, dated: 29-12-2008 issued orders to allow the Visually Handicapped employees who are otherwise qualified for promotion to be promoted subject to acquiring the qualification of such tests within a period of Five years from the date of promotion and during this time, the books and codes shall be prepared and made available in Braille Script. The preparation of books and codes in Braille Script for passing of tests shall be reviewed after a period of five years. However, no books/codes are available in the Braille script. In view of the above background, request is for considering their case as per para 3 (d) of G.O.Ms.No.93, Finance (PC-II) Dept., dated:03.04.2010, so as to enable them to get Special Promotion Post Scale I -A (12 years) under Automatic Advancement Scheme.

**The Commission recommends that the concerned administrative department dealing with Disabled Welfare may take up such cases for extending the period of 5 years with Finance Department after duly consulting GA (Services-C) Department. However for appointment to Automatic Advancement Grades carrying the pay scale of promotion posts, the commission recommends that the incumbents should be qualified to hold the promotion posts.**

**09.33.** Another request is for clarification whether the employees facing charges are eligible for appointment to Special Grade Post or not.

In this Connection, the Government in Circular Memo.No.216-A/2/A2/PC-II-2007-I, dt. 23.03.2007 has clarified as follows:

Point	Clarification
If an employee is otherwise eligible for promotion to the higher post on regular line from the Ordinary Grade Scale Post but his name is not approved in DPC, due to disciplinary case pending against him and his juniors are promoted in the same DPC, whether the individual is eligible for sanction of Special Grade Scale or not?	The individual is not eligible for Special Grade Post Scale as he has not stagnated in service but could not be considered for promotion due to his mis-conduct and there by not promoted along with his juniors.

In the light of the above clarification, the Director of Treasuries and Accounts Department was of the presumption that, those who are facing charges and their juniors were not yet promoted to the next higher category due to stagnation, those individuals may be eligible for appointment to Special Grade Posts as and when they completed (8) years incremental service in a particular category.

**09.34.** Another request is that the automatic advancement grades are not regular promotions and the disciplinary proceedings may not come in the way . The Commission does not subscribe to this contention and is of the view that those facing disciplinary cases be considered to the Automatic Advancement grades only after such cases are cleared.

**09.35.** Another request is for exemption of passing of Departmental tests for those who crossed the 50 years of age where the service rules are relaxed to enable regular promotion :

As per G.O.Ms.No.150, Finance (PC-II) Department, dated: 01-09-1998, wherein stated that the employee on completion of 45 years of age be exempted from passing the Department Test as prescribed in the service Rules to get normal promotion, for appointment to Special Promotion Posts also subject to conditions as laid down in the orders exempting the employees from passing the Departmental Tests to get promotion as issued by the General Administration Department vide G.O.Ms.No.225,General Administration (Ser.-C) Department, dated: 18-05-1999. As per the above orders exemption is allowed for only one promotion post (i.e., 1<sup>st</sup> level promotion) and the exemption is not applicable to him or her, if he or she is to be considered for further promotion to next higher category, where tests are prescribed and the exemption is applicable in case of departmental tests or special tests only, where they are prescribed as a pre-requisite for promotion and this exemption shall not be applicable where like technical or academic qualifications are prescribed for promotion to the next higher category of posts. Provided also that the exemption shall not be applicable for declaration of probation, where passing of departmental tests or special tests is a pre-condition for declaration of probation.



The Pay Revision Commission 2010 recommended that where rules are relaxed in enable regular promotion, they should be automatically extended to the Automatic Advancement Scheme for purpose of extending the benefit of Special Promotion Post Scale 1-A and Special Promotion Post –II.

In this connection Government has issued clarification orders vide Memo .No. 034408/248/PC-II/2011, Finance (PC-II) Department, dated: 04-02-2012 regarding to Teachers, wherein stated that with regard to second exemption on completion of 50 years of age to the teachers vide Memo. No.21073/193/PC-II/2009, Finance (PC-II) Department, dated: 21-02-2009, the sub rule (4) of Rule 10 of A.P. School Education Service rules issued in G.O.Ms.No.95, Education Department, dated: 27-05-2005 states that the candidates who were appointed as teachers by direct recruitment on attaining the age of 50 years shall be exempted for passing the departmental test referred to in sub-rule (1) for the purpose of promotion and not for Automatic Advancement Scheme. Hence, the exemption of departmental tests is applicable to Secondary Grade Teachers, School Assistants, etc., who are selected by direct recruitments and gets initial appointment after 50 years of age. This provision is applicable to the employees whose initial appointment is made after 50 years of age. Therefore, the question of exempting the teachers who are recruited before attaining the age of 50 years for the purpose of appointing them to the special promotion post Scale –II under Automatic Advancement Scheme does not arise. Hence, the claim preferred in SPP-II scale without acquiring prescribed qualification for the promotion post to the 1<sup>st</sup> level promotion post to the original post is respect of the teachers on the ground that they have got 2<sup>nd</sup> exemption on attaining the age of 50 years is not in accordance with the rules laid down for SPP-II Scale under Automatic Advancement Scheme.

**09.36.** Another request is to Step up of the pay of Senior Teachers, duly relaxing rules to the holders of different subjects.

As per G.O.Ms.No.475, Education (Ser.-V) Department, dated.2-11-1998, orders were issued for rectifying the anomaly of junior drawing more pay than senior by virtue of A.A.Scheme duly extending the benefits laid down vide G.O.Ms.No.297, Finance & Planning Department, dated:25-10-1983 and G.O.(P)No.75, Finance and Planning Department, dated:22-2-1994 to the regular teachers working under Government Sector/Zilla Parishad / Local Body Sector and teachers admitted to grant-in-aid under the private Aided Sector in the State, subject to the following conditions.

- (a). All conditions stipulated in G.O.Ms.No.297, Finance & Planning (FW.PRC-I) Department, dated 25-10-1983 and G.O.(P)No.75, Finance & Planning (FW.PC-II) Department, dated: 22-02-1994 be followed:
- (b). The seniority will be on the basis of the subject but not the overall seniority.

- (c). The comparison will be strictly limited to the unit appointment. For example, a Zilla Praja Parishad Teachers cannot compare with the teacher of a Municipality / Aided /Government School, another Zilla Praja Parishad.

In this connection, the Director of Treasuries and Accounts Department has instructed all District Treasury Officers vide Rc.No.M1/12102/2010, dt.29.9.2010 to admit the stepping up bills of the teachers relating to RPS 2010 fixed by D.D.O while verifying the seniority list subject wise and service Books of the both senior and junior.

In view of the above, stepping up of pay on par with junior in respect of teachers seniority will be on basis of subject but not overall seniority for claim the stepping up pay on par with junior. Hence Commission is of the view that no change is required in the relevant rules.

It may be perhaps be desirable for Education Department to take a view in this regard.

**09.36.** Another request is for fixation of pay under F.R.22(a)(i) read with F.R. 31(2) on completion of 6 years of service in higher post on promotion after availing Special Promotion Post Scale-II in the lower post.

It is clarified vide letter No.14531/140/PC-II/2008-2, Finance Department, dated.18-02-2009, in no case an attempt shall be made to fix the pay with reference to special Promotion Post Scale – II (i.e., 24 years) when an employee while holding such scale got promoted to the first level promotion post and has since completed 8 years of service in that post sand starts claiming Special Grade Scale. In other words an employee who was already assigned all the 3 scale in the feeder category i.e., 8/16/24 years respectively is not eligible for Automatic Advancement Scheme in the promoted category. Hence, the request for allowing the Special Grade Scale in the 1<sup>st</sup> level Promotion post who have got promoted after availing Special Promotion Post Scale –II in the lower post cannot be considered. The employees after availing the benefit of SPP II are not eligible for AAS on their promotions.

The Commission noticed that based on the recommendations of 9<sup>th</sup> P.R.C., orders were issued on AAS consisting of 8 years, 16 years and 24 years. Subsequently the periodicity of the above scheme was revised to 6, 12, 18 and 24 years based on agreement reached between the J.A.C of employees and Government. Accordingly orders were issued in G.O.Ms.No.96, Finance (P.C.II) Department, dated: 20/05/2011 with effect from 01/02/2010.

Hence, the Commission notices that it may not be desirable to change of periodicity of AAS in between one PRC to another PRC, which creates confusion/ discrepancies in the scheme and also defeat the true intention/ spirit of the scheme.

**09.37.** In view of the above, the Commission is of the view that the scheme requires no further changes and it may be continued to be implemented as indicated below:

- (1). The existing Special Grade, SPP IA/ SAPP IA/ SPP IB/ SAPP IB/SPP- II/SAPP-II may be continued with the Special Grade after 6 years, SPP-IA/SAPP-IA after 12 years, SPP-IB/SAPP-IB after 18 years and SPP-II/SAPP-II after 24 years.**
- (2). If service rules are amended prescribing additional qualifications for promotion the Commission recommends that the existing incumbents may be exempted from possession of such higher qualifications for appointment to Special Promotion posts under Automatic Advancement Grades.**
- (3). The benefit of pay fixation under FR22-B be continued on promotion even if the employee had derived the benefit under SG or SPP I-A and SPP I-B and if this results in the senior drawing less pay than the junior the pay of the senior be stepped up to that of the junior subject to the conditions enumerated in G.O.Ms. No.297, Fin. (PRC-I) Dept., dated: 25-10-1983.**
- (4). Where service rules are relaxed to enable regular promotion, they should be automatically extended to the Automatic Advancement Scheme for purposes of extending the benefit of SPP-IA / SPP-II.**
- (5). In certain categories like Attender, Dafedar, Jamedar and Record Assistants or Roneo Operators, it was decided that the services rendered by them in these categories together shall be reckoned for purpose of Automatic Advancement Scheme. We recommend continuation of this special dispensation.**
- (6). The benefit of Automatic Advancement Scheme may be continued upto and inclusive of Grade-XXV in the revised scales i.e., Rs.49,870-1,00,770.**

## **CHAPTER - X**

### **Leave Benefits**

**10.01.** State Government employees are governed by the Andhra Pradesh Leave Rules and various executive instructions issued from time to time relating to earning of leave, grant of leave etc. Employees are also permitted to surrender a portion of Earned Leave while in service subject to certain conditions and to get the leave salary in lieu thereof. Provision is also there for the payment of the value of earned leave at credit and Leave on Half pay at credit, at the time of retirement or on the date of death (in the case of death of the employee while in service). Keeping in view the existing provisions and the requests made by the Associations, the following recommendations are made.

#### **1. Maternity leave to married women employees:**

a. Married women employees were earlier eligible for the sanction of Maternity Leave upto 120 days for two surviving children. The Government of India enhanced the leave period to 180 days based on the recommendations of 6<sup>th</sup> CPC and the guidelines of Ministry of H & FW recommending nursing of children upto the age of 6 months. The PRC 2010 consequently recommended grant of Maternity leave to married women employees of the State upto 180 days on par with the employees of Government of India subject to the condition that the same would be available for 2 surviving children only. Accordingly orders were issued in G.O.Ms.No.152, Finance(F.R.I) Department, dated: 04/05/2010.

**10.02.** Some Associations have now requested the Commission to extend the period of maternity leave to 9 months. The commission notices that no new instructions have been issued by Government of India regarding this leave and therefore, the request for granting of 9 months of Maternity Leave is not supported.

b. Some Contract/ outsourcing women employees associations requested the Commission for sanction of 180 days of Maternity Leave with payment of remuneration. Maternity Leave is now allowed to these employees for 120 days on loss of pay. The Government issued orders in G.O.Ms.No.327, HW&FW Department, dated:12/03/2010, sanctioning 120 days Maternity Leave without paying remuneration to staff working in AYUSH Department on par with outsourcing employees as per the guidelines issued vide G.O.Rt.No.4459, Finance(SMPC) Department, dated:27/12/2006. Hence the Government has to take a decision on the request at their end.

#### **2. Child Care Leave to the Women Employees:**

**10.03.** Based on the recommendation of the 6<sup>th</sup> Central Pay Commission the Government of India issued orders permitting the Women employees of the Government of India having minor children, to avail of Child Care leave for a maximum period of 2 years (i.e. 730 days) during their entire service for taking care upto 2 children whether for rearing or to look after any of their needs like

examination, sickness etc. Child Care leave shall not be admissible if the child is eighteen years of age or older. (vide O.M.No.10318/2/2008-Estt.(L) dated:11-9-2008 of Department of Per. Trg. Government of India) It was further clarified by the Government of India that this child care leave shall be admissible for the two eldest surviving children only. At present the Women employees of the State Government are not eligible for the grant of Child Care leave.

**10.04.** Majority of employees Associations have represented to this Commission to recommend for all women employees two years of the Child Care Leave stating that employees were now living in nucleus families consisting of wife and husband and elderly people were no longer available to take care of the young children. When combined family structure was prevailing, elderly people of the family used to look after the health and personal care of the children. Hence women employees are facing hardship regarding child care. Another request is to allow the above leave in different spells in the entire service and also requested for not linking this leave to Maternity leave. **The Commission considers the demand to be reasonable and recommends sanction of Child Care Leave of upto 2 years to all women employees in the entire service career, to look after 2 eldest children up to the age of 18 years.**

**3. Additional Casual Leave of 5 days to the women employees on par with Women Teachers**

**10.05.** At present the Women Teachers are eligible for extra casual leave of 5 days in a calendar year as per G.O.Rt.No.374, Education (Ser.-V) Dept. dated: 16-3-1996. Many associations have requested to extend the same facility to all the non-teaching Women employees and Women Employees working in Government and Public Sector undertakings (i.e., other than Women Teachers) also. Some of the women employees have requested for 5 days special casual leave to the Disabled Women Employees. The Women Teachers have limited facility of earned leave of only six days in a year while the other women employees will earn 30 days per year. Therefore, comparison with Women Teachers in the matter of allowing additional casual leave of five days does not deserve consideration. The Commission sees no merit in the demand and is therefore not inclined to recommend the extra casual leave of five days to the women employees on par with Women Teachers.

**4. Encashment of Leave on Half Pay- revised formula:**

**10.06.** As per the existing orders the cash equivalent of leave salary on account of encashment of leave on half pay shall be calculated in the manner indicated below.

Cash payment in lieu of LHP encashed	=	Leave salary on half pay (+) D.A thereon if admissible (-) pension (+) pension equivalent of gratuity and Dearness Relief on pension	X	Number of days of Leave on half pay due, subject to the limits prescribed in the rules.
		<hr style="width: 100%; border: 0.5px solid black;"/> 30		

**10.07.** The above formula was adopted based on the orders issued by Government of India to its employees.

**10.08.** Based on the recommendations of 6<sup>th</sup> CPC, the Government of India issued revised orders changing the formula in the following manner- (vide O.M.No.14028/3/2008- Estt. (L) dated:25-09-2008 of Department of personnel & Training Ministry of P.PG & Pension, Government of India).

Cash payment in lieu of half pay leave Component	=	$\frac{\text{Half pay leave salary admissible on the date of retirement plus D.A. admissible on that date}}{30}$	x	No. of days of half pay leave at credit subject to the total of earned leave and half pay leave at credit not exceeding 300 days.
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**10.09.** The Commission 2010 after examining the above requests recommended to adopt the same formula in the case of encashment of Leave on Half Pay at the time of retirement / death in the case of State Employees also subject to the condition that the total number of days of earned leave + leave on half pay put together should not exceed 300 days for encashment. Accordingly orders were issued in G.O.Ms.No.154,Finance(F.R.I) Department, dated:04/05/2010.

**10.10.** The Employees' Associations have requested to adopt the above formula in the case of encashment of H.P.L of the employees of Aided Junior Colleges/ Degree Colleges/Oriental Colleges and also for Non-Teaching staff of Aided Schools. In this regard, the Government issued instructions vide Proceeding Rc.No.22/B-2-2/2011, dated:26/03/2013 that orders in G.O.Ms.No.154,Finance(F.R.I) Department, dated:04/05/2010 are applicable to the staff working in Aided posts in the aided institutions.

**10.11.** It is brought to the notice of the Commission that the employees of Panchayat Raj and Municipal Institutions were initially allowed the above facility. Subsequently, however, the Government have clarified that orders issued in G.O.Ms.No.154,Finance(F.R.I) Department, dated:04/05/2010 is not applicable to them vide Memo.No.7380/PE. Ser.I/2012, dated:10/12/2012. Hence request for revival of the above benefit.

**10.12.** This Commission notices that the above formula was recommended by PRC 2010 based on the instructions issued by the Government of India vide O.M.No.14028/3/2008 Estt. (L) dated:25.09.2008 and therefore the orders issued by Government vide G.O.Ms.No.154,Finance(F.R.I) Department, dated:04/05/2010, should holds good for all employees of State Government and no further revision is required.

**10.13.** Several representations are received that the facility of encashing half pay leave by clubbing it with Earned Leave at the time of retirement is being denied to the teaching and non-teaching staff of Panchayat Raj and Municipal and aided institutions. **In this context, the Commission recommends to extend the facility of encashment of Earned Leave, including the Half Pay Leave up to a maximum of 300 days to all the employees, teaching as well as non-teaching staff of aided institutions and local bodies i.e., Aided Junior Colleges/Degree Colleges/Oriental Colleges and also for non-teaching staff of Aided Schools and the employees of Panchayat Raj and Municipal institutions.**

**5. Payment of Ex-gratia Allowance to the employees who were granted Extra-ordinary leave for the treatment of certain diseases:**

**10.14.** Note(4) under Rule 28 of Andhra Pradesh Leave Rules permits the payment of Ex-gratia allowance to the Non-Gazetted Government Servants, while on extra-ordinary leave for the treatment of T.B/ Leprosy/ Cancer/ Mental illness / Heart diseases and Renal Failure. This allowance is equal to half of his pay subject to the minimum and maximum amount specified therein. Similarly, the note under Rule 29 of Andhra Pradesh Leave Rules, also permits the payment of Ex-gratia allowance to Government Servants in Last Grade Service while on Extra Ordinary Leave for the treatment of the above diseases. This is also equal to half of the pay subject to the maximum specified therein. As and when the pay scales of the employees are revised Government used to issue orders revising the pay limit of Non-Gazetted Government Servants eligible for this and the minimum and maximum limits, the latest being the order issued in G.O.Ms.No.234, Fin & Plg (FW-FRI) Dept dated:27-5-1994 basing on the Revised Scales of pay of 1986 and 1993. Subsequently the scales of pay of the employees have been modified from 1-7-98 and again from 1-7-2003. Government did not issue amendments to the above two rules changing the limits of pay correspondingly presumably on the ground that there was no recommendation of PRC to that effect. Since it is a question of amendment to the rules incorporating the revised pay limits and the minimum and maximum amounts of Ex-gratia allowance admissible, there was no need for a recommendation by the PRCs. However, as this is a Welfare measure, based on the recommendations of PRC 2010, orders were issued vide G.O.Ms.No.155, Finance (FRI) Department, dated.04.05.2010.

**10.15.** **The Commission recommends the issue of orders by Government for the payment of Ex-gratia allowance to the Non Gazetted Officers and Last Grade Servants as and when the scales of employees are revised, raising the monetary limits corresponding to the revised scales.**

**6. Paternity Leave:**

**10.16.** It is represented that the Paternity Leave of 15 days, is not sufficient to take care of just born baby and wife particularly in caesarian cases as male employees have to spend 10 days in Hospital only. Hence request is to

extend the Paternity Leave for a period of 30 days which shall be limited to 2 children only. Generally, State Government is following the leave rules applicable to the employees of Government of India. The period of 15 days of paternity leave is in line with the instructions of Government of India. Hence the above requests needs no further consideration.

**7. Grant of Special Casual Leave to the Medical Officers working in Government for attending to Examination Work:**

**10.17.** In G.O.Ms.No.2492, Education Department, dt.31-10-1969 read with G.O.Ms.No.1165, Education Department, dt.06-06-1970 orders were issued to the effect that the staff working in Government colleges drafted for the University Examination work such as invigilation, scrutiny, tabulation, spot valuation etc. shall be permitted to avail 15 days special casual leave without any limitation i.e. even exceeding 10 days at a time when they attend to the work of University Examination. Apparently, the orders are applicable in the cases of examination work of the universities within the state only. The orders issued in G.O.Ms.No.1165, Education Department, dt.06-06-1970 were extended to the staff working in the Colleges/Hospitals in Indian Medicine and Homeopathy Department. (vide G.O.Rt.No.618, H.M & F.W(I-2) Department, dt.12-04-1991). Thus the Doctors belonging to "AYUSH" Department and are working in Government Colleges are now eligible for special casual leave of 15 days if they attend to the Examination Work within the state.

**10.18.** In G.O.Ms.No.106, H.M.&F.W.(A2) Department, dt.10-04-02 the following orders were issued based on the demands of A.P. Government Doctors Association (Modern Side) permitting. **"The doctors in various categories who go as Examiners to various Medical / Dental Colleges outside the state to avail 15 days special casual leave in an academic year"**.

**10.19.** The A.P. Ayurvedic Medical Officers Association represented to this commission to recommend to Government to permit them to avail special casual leave of 15 days even in cases where they attend to Examination Work outside the State on par with the Medical Officers of Allopathic Wing. The Director, 'Ayush' Department also requested the Government to issue orders extending the orders contained in G.O.Ms.No.106, H.M. & F.W.(A2) Department, dt.10-04-2002 to the Doctors working in Government Ayurvedic Medical Colleges in Andhra Pradesh State.

**10.20.** **The Commission, therefore, endorses the recommendation of PRC 2010 to issue comprehensive orders permitting the Doctors working in Government Colleges under all streams i.e., Allopathic, Ayurvedic, Homeo & Unani Wings, to avail special casual leave not exceeding 15 days, in an academic year, for attending to the University Examination work either within the State or outside the State.**



## **8. Grant of Special casual leave for attending seminars and workshops:**

**10.21.** The A.P. Government Doctors' Association and Telangana Government Doctors' Association requested for the grant of Special Casual Leave of 20 days to attend to conferences & workshops in a calendar year, without stipulation of presenting a paper, while continuing to give deputation in view of the regulation of Medical Council of India stipulating recertification for renewal of registration with the Medical Council of India based on the credit hours of attending to scientific sessions & workshops.

**10.22.** **The Commission recommends that out of the 15 days Special Casual Leave available to doctors for attending to the examination work, up to 5 days of Special Casual Leave can be utilized by them for attending the Conferences/Seminars/ Workshops as are relevant to their respective area of working.**

## **9. Sanction of 60 days leave for Hysterectomy Operations:**

**10.23.** It is represented that after the Hysterectomy Operations, women need to have rest as recommended by the medical experts. The total rest after the Hysterectomy Operations for 60 days will improve the condition of women and will be fit to resume the duties as were before. Hence, request is for sanction of 60 days paid leave to the working women who have undergone Hysterectomy Operation.

**10.24.** The Commission notices that based on the agreement reached between the JAC of employees, Teachers and workers and A.P. Secretariat Employees Co-ordination Committee, the Government have issued orders vide G.O.Ms.No.52, Finance (FR.I) Department, dated.01.04.2011 for sanction of Special Leave as recommended by Civil Surgeon upto a maximum of 45 days for Women Employees who undergo Hysterectomy Operation, without debiting the same to the regular leave account of the individual and on payment of full pay and allowances.

**10.25.** **In view of the above, the Commission considers that the existing Special Leave is adequate and needs no further revision.**

## **10. Study Leave for continuation of Higher Education to the Physically Challenged employees on par with SC/ST employees:**

**10.26.** The Commission considers that the above request is not reasonable, since the provision of Special Leave for higher studies is intended to benefit employees belonging to specified weaker section categories only.

**11. Sanction of additional Leave to Physically Challenged for Prosthetic Aids:**

**10.27.** The Commission considers that the above request is reasonable, since the incumbent has to visit a rehabilitation center/clinic to change the prosthetic equipments/ medical aids periodically based on the suggestions of the Doctors. **The Commission recommends grant of Special Casual Leave of up to 7 days to physically challenged employees in a year to visit a medical centre for replacing the prosthetic aids.**

**12. Grant of 10-15 days Special casual leave for performing ceremonies of parents:**

**10.28.** Several employees associations requested for the grant of Special Casual Leave of up to 15 days to perform last ceremonies in respect of parents. In the absence of such a facility the employees have to avail Earned Leave/Half Pay Leave for performing the ceremonies resulting in diminishing encashment of earned leave/half pay leave near retirement time. The Commission considers this demand is not justifiable, in view of various religious and beliefs prevailing in the society.

**13. Request for increased accumulation of Earned leave and encashment of earned leave up to 360 days at the time of retirement.**

**10.29.** Many employees associations have requested for the enhancement of Earned Leave accumulation from the existing limit of 300 days to 360 days while continuing the restriction on encashment of Earned Leave/Half Pay Leave to the existing limit of 300 days at the time of retirement. Accumulation of additional 60 days is sought in order to protect 300 days leave encashment at the time of retirement when the employees are required to take leave to attend to various social needs like marriage of children, funeral ceremony for parents etc.

**10.30.** The Commission of the view that Government employees enjoy the facility of encashment of earned leave every year for up to 15 days. Since employees are encashing the accumulated Earned Leave every year, there is no justification for extending the accumulation of Earned Leave beyond 300 days.

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## CHAPTER - XI

### Other Allowances

**11.01.** FR.44 empowers the State Government to grant compensatory allowances to any Government servant under its control subject to the general rule that the amount of compensatory allowance is not, on the whole, a source of profit to the recipient. The same rule permits the State Government to make rules prescribing the amounts and the conditions under which the allowances may be drawn.

**11.02.** Major allowances like DA, HRA, Addl. HRA and CCA which are meant to compensate the employee for price rise and for incurring additional costs due to the location of his place of work have been discussed in a separate chapter. We now deal with Other Allowances. The other allowances which are nearly 46 in number can broadly be classified into 6 - 7 groups. Allowances like Uniform allowance, Dhobi and Kit maintenance allowance are related to certain requirements associated with the need for distinguishing them from others based on the jobs they perform. Many Government servants are required to perform tours and are also transferred from one work place to another. Travel and Daily allowances and transfer related allowances are meant to meet expenses on account of these requirements. Risk allowance is expected to partly compensate the employee for the inconvenience caused due to exposure to risk which does not affect him immediately but may harm him over a long period of exposure. Project allowance, Tribal allowance, Rural allowance etc., are location specific and meant to compensate the person for the hardship associated with stay in places where they are deprived of access to certain basic facilities. Leave Travel Concession, Concessional Bus Passes, Tuition fee reimbursement are in the nature of concessions extended to either all sections or sometimes to only a few sections of the employees. There are also a few allowances which are extended to certain sections of employees to persuade them to work in certain areas where their services are urgently required. There are certain allowances which are paid for preventing them from doing something, as in the case NPPA.

**11.03.** Several requests have been received from various categories of personnel for sanctioning fresh allowances and also to increase the rates of existing allowances. The grant of a particular allowance to one category of employees lead to the demand from other categories to extend the same to them also. In the case of Risk allowance, several associations of employees put forth the demand that the duties of their members are risk prone and therefore Risk allowance has to be granted. There are requests from several employees' Associations to grant Fixed Travelling Allowance/ Conveyance Allowance on the plea that they are not getting regular T.A. & D.A, due to budgetary constraints.

**11.04.** The Commission has recommended increase in the existing rates of allowances wherever necessary, in the following paras. The Commission has excluded certain categories and included new categories in the lists of various

types of allowances. The Commission did not find any merit in respect of claims by other categories of employees for extension of the allowances / sanctioning of new allowances made by several associations and if they are not specifically included they should be deemed to have been rejected.

## **1. Travelling Allowance:**

**11.05.** Travelling Allowance is an allowance given to Government employees to defray the expenditure incurred while on tour to perform official duties. Since the intention of the Government in permitting an employee to go on tour is to get official work done it is to be ensured that the employee is paid adequately to defray reasonable expenditure while away from his headquarters. The endeavour of the Government should be to see that the employee does not have to pay from his pocket while on such tours. With these views in mind, the Commission makes the following recommendation with regard to the revised rates of T.A. and related matters:

### **a) Grades of Employees**

**11.06.** All the employees are grouped into three grades depending on the scale of pay in which they are drawing. The existing gradation is as follows:

1. Grade-I - Employees drawing pay in the scale of pay of Rs.25600-50560 and above.
2. Grade-II - Employees drawing pay in the scale of pay of Rs.13660-38570 and upto and inclusive of Rs.23650-49360.
3. Grade-III - Rest of the employees.

**The above classification is recommended to be changed as follows:**

1. Grade-I - **Employees drawing pay in the revised scale of pay of Rs.49,870-1,00,770 (corresponding to Rs.25600-50560) and above.**
2. Grade-II- **Employees drawing pay in the revised scale of pay of Rs.28,940-78,910 (corresponding to Rs.14860-39540) and upto and inclusive of Rs.46,060-98,440 (Corresponding to Rs.23,650-49,360)**
3. Grade-III - **Rest of the employees.**

### **b) Entitlement to travel by Air**

**11.07.** According to the present rules all officers drawing pay in the scale of pay of Rs.34050-54360 and above and All India Service Officers are eligible to travel by air in connection with their official tours. All Heads of Departments if their scale of pay is less than the above scale and Deputy Secretaries to Govt. are also permitted to travel by air after obtaining prior

permission of the Secretary to Govt. concerned. Similarly Heads of Departments may permit officers not below the rank of Deputy Directors to travel by air outside the State if the exigencies of work warrant such a relaxation.

**11.08.** The Commission recommends that all the Officers having pay in the revised scale of Rs.66,330-1,08,330, (corresponding to Rs.34050-54360) and above may be permitted to travel by air in connection with their official work. Existing provision for travel by air available to Officers of All India Services and all Heads of Department irrespective of their scale of pay is also recommended to be continued. Similarly, the Deputy Secretary to Government may be allowed to travel by air on official work with the prior permission of the concerned Secretary to Government. Similarly, Head of the Department may permit Officers not below the rank of Deputy Director to travel by air outside the state if the exigencies of work warrant such a relaxation.

**11.09.** Travel by air within the state may permitted by the concerned Secretary to Government/Head of the Department, when the exigencies of work so demands.

**11.10.** The All India Service Officers who are in PB4 with Grade pay of Rs.12,000/- and those in HAG+ and the State Government Officers drawing pay in the existing scale of pay of Rs.44740-55660 (RPS 2010) are allowed to travel by Business/Club class while the other Officers are allowed to travel by Economy class in Aero planes. Accordingly, orders are issued G.O.Ms.No.113, Finance (TA) Department, dated. 10.06.2011.

**11.11.** The Commission recommends continuance of this facility to travel in the business class to All India Service Officers who are in PB4 with grade pay of Rs.12,000 and those in HAG+ and to the Officers of State Government getting corresponding scale of Rs.87130-110850 in the revised pay scale. While other Officers will continue to be allowed to travel by Economy Class.

**11.12.** The existing provision of eligibility to travel in A.C. 1<sup>st</sup> class by train by such of the employees who are eligible to travel by air, may continue.

**c) Entitlement to travel by train**

**11.13.** The employees drawing pay in the scale of pay of Rs.13660-38570 and above are eligible to travel by train in I-class as per rule 27 (1) (a) of T.A. rules. All other employees are eligible to travel by second class. However a concession was allowed to the officers who are eligible to travel in I-class by train, to travel by A.C. II tier/ A.C. III tier/ A.C. chair car while on official tour as per note (2) to the above rule. Similarly, the employees who are eligible to travel by second class are also permitted to travel by sleeper class while on tour as per sub rule (2) of the above rule.

**11.14. The Commission recommends, the eligibility to travel by 1<sup>st</sup> class to the Officers in the revised scale of pay of Rs.28940-78910, corresponding to the existing scale of Rs.14860-39540.**

**11.15.** At present the railways have dispensed with I-class in several trains. It is therefore recommended that wherever I-class is available in the train the employees who are eligible to travel by I-class may travel either in I-class or in A.C. II tier/ A.C. III tier/ A.C. Chair Car. If there is no I-class in the train they may travel in A.C. II tier/ A.C. III tier/ A.C. Chair Car. The employees who are eligible to travel by II Class may also travel by sleeper class. These eligibilities are applicable in the case of journeys to be performed either on tour or on transfer or in the case of journeys connected with L.T.C.

**11.16.** There are also requests to include the extra charges incurred on purchase of tickets under 'Tatkal Scheme' and the service charges incurred in connection with online booking of tickets. Under Tatkal Scheme the tickets are issued from starting point to terminal point in addition to Tatkal charges which will be an extra expenditure to the exchequer especially in cases where the employee has to perform the journey to any intermediary place other than the terminal point. Further, the claims of Rail fare under Tatkal Scheme are not susceptible of verification. **Therefore, the commission endorses not to recommend for allowing the Tatkal charges except in cases of journeys between the originating station and the terminating station, that too in cases where there was no sufficient time for the employee to purchase the tickets in advance which should be certified by the controlling officer.**

**11.17.** In the case of service charges for online booking the charges will be incurred for the sake of convenience of the employee. **The Commission endorses reimbursement of the service charges wherever they actually incurred and on production of proof of incurring of the expenses.**

**11.18.** Railways have introduced several types of express trains viz. Super Fast, Sampark Kranti, Rajadhani, Jana Sathabdi, Garib Rath, etc. Travel by these trains, except in the case of Garib Rath is costlier than the travel by ordinary express trains. It is therefore necessary to permit the employees to travel by those expresses also. **Accordingly the Commission endorses to permit the employees to travel by all types of express trains in connection with their journeys on official tour/ transfer/ L.T.C.**

**d) Travel by A.C. buses of A.P.S.R.T.C.**

**11.19.** When a Govt. employee performs a journey by a regular public motor service between places not connected by railway, but connected by regular public motor service, he is entitled for the actual bus fare paid.

*Note:- The journey may be made either by ordinary, express, semi-luxury, deluxe or super deluxe buses, but not by Air conditioned bus (Vide rule 23 (2) of A.P. T.A. rules).*



**11.20.** According to rule 23 (1) of the T.A. rules, if an employee performs a journey by a regular public motor service between two places connected by rail, he is entitled to either the actual bus fare paid or the railway fare of the entitled class whichever is less. By virtue of this rule the employees are at liberty to perform journeys by air conditioned buses also since the claim has to be restricted to the actual railway fare of the entitled class. But in cases of journeys between places not connected by railway but connected only by road the employees have to necessarily perform journey by bus only. Then the restriction of travelling by air conditioned bus arises as per the restriction contained in note to rule 23 (2) of T.A. rules referred to above.

**11.21.** The employees' associations have made a fervent appeal to permit all the Govt. employees, who are eligible to travel by air/ A.C. I Class/ A.C. II Tier/ A.C. III Tier/ A.C. chair car, to travel by A.C. buses of A.P.S.R.T.C. also for their journeys between the places not connected by rail but connected by road. As of now, they cannot travel by A.C. Buses, though for train travel they are eligible for A.C. Class. Hence the request.

**11.22.** The Commission is of the view that it is reasonable to allow the employees belonging to Grade-I and Grade-II of Annexure-I of T.A. rules, to travel by A.C. buses of A.P.S.R.T.C. while on tour.

**11.23.** **The Commission accordingly recommends that the employees belonging to Grade-I and Grade-II of Annexure-I of T.A. rules may be permitted to travel by A.C. buses of A.P.S.R.T.C. while on tour, irrespective of whether the place is connected by rail or not. Similarly the employees belonging to Grade III may be permitted to travel by A.P.S.R.T.C. buses of any type, except by A.C. Buses, between the places connected by train also and claim the actual Bus charges paid for. It should also be made clear in the orders that the claims for journeys by private buses or hired taxis will not be entertained.**

**e) Mileage Allowance**

**11.24.** When a journey between the places not connected either by railway or by a regular public motor service, is performed the employees are eligible for mileage allowance at the rates indicated below provided the place visited is situated outside a radius of 8 k.m. from headquarters or from one camp place to another camp place.

**11.25.** **In view of the increase in the cost of transport, the Commission recommends the following revised rates of mileage allowance:**

<b>Grade</b>	<b>Revised rate recommended</b>
Grade-I	Rs.7.00/- per K.M.
Grade-II	Rs.6.00 per K.M.
Grade-III	Rs.5.00/- per K.M.

**f) Officers eligible to use their own conveyances while on tour**

**11.26.** As per rule 24 of A.P. Civil Services (T.A.) Rules 1996, the employees who are entitled to maintain and use motor car, motor cycle/ scooter as indicated in Annexure-IV of the rules, may perform the journeys, while on tour, in their own motor car, motor cycle/ scooter as the case may be between the places connected by train/ road provided that the distance travelled exceeds 8 K.M. As per Annexure - IV of the T.A. **The Commission recommends the following category of officers who are authorized to maintain their own conveyances is as shown below:**

<b>Category</b>	<b>Officers</b>	<b>Nature of Conveyance</b>
(1)	Officers who are drawing pay in the revised scale of Pay of Rs.37,100-91,450 (Corresponding to Rs.19,050-45850) and above	Motor Car
(2)	Officers who are drawing pay in the revised scale of Pay of Rs.25,140-73,270 and above but below the Revised scale of Pay of Rs.37,100-91,450	Motor Cycle/ Scooter

**g) Mileage Allowance for using own conveyances**

**11.27.** Annexure-IV of the A.P.C.S. (T.A.) Rules, 1996, contains the level of officers who are eligible to maintain and use their own conveyances i.e. Motor Car, Motor Cycle/ Scooter while on tour. If they actually use their own Conveyances while on tour they are eligible for the payment of Mileage allowance at the following rates.

- |    |                      |     |                  |
|----|----------------------|-----|------------------|
| 1. | Motor Car            | --- | Rs. 5/- per k.m. |
| 2. | Motor Cycle/ Scooter | --- | Rs. 3/- per k.m. |

(Vide rule 24 (2) read with G.O.Ms.No.336 Fin. (T.A.) Dept. Dt:29-10-2005).

**11.28.** In G.O.Ms.No.205 Finance (T.A.) Dept. dt: 21-7-2008, orders were issued increasing the rate of mileage from Rs.5/- per k.m. to Rs.10/- per k.m. for petrol driven vehicles and from Rs.3/- per k.m. to Rs.6/- per k.m. for diesel driven vehicles to the Hon'ble Ministers and their equivalent ranks and also to Grade-I Officers. Apparently these orders were issued keeping in view the rates of mileage allowance applicable to Hon'ble Ministers contained in part-II of Annexure-V of A.P. Civil Services (T.A.) rule 1996. As stated above the Grade-I Officers are already eligible for the mileage allowance at Rs.10/- per k.m. if they use their own motor car while on tour. There is no variation in the rate of mileage between the petrol driven vehicles or diesel driven vehicles as per the orders issued in G.O.Ms.No.336, Finance (TA) Dept. dt: 29-10-2005. The distinction in the rates of mileage between petrol driven and diesel driven

vehicles is justified as the market has witnessed release of a large number of diesel driven cars. Therefore PRC 2010 suggested increase to Rs.11/- per k.m. for Petrol driven vehicles and Rs.7/- per km in the case of diesel driven vehicles. As regards, motor cycle / scooter the increase suggested was from Rs.3/- per km to Rs.4/- per km.

**11.29.** This Commission, keeping in view the increase in the price of petro/diesel and the maintenance cost suggests increase from Rs.11/- per k.m. to 13/- per km for Petrol driven vehicles and from Rs.7/- per km to Rs.9/- per km in the case of diesel driven vehicles. As regards, motor cycle / scooter the increase would be from Rs.4/- per km to Rs.5/- per km.

**11.30.** The officer using his own motor car should furnish a certificate whether he used Petrol driven car or Diesel driven car, along with the claim for mileage allowance.

**h) Daily Allowance**

The existing rates of Daily Allowance are as follows:

Grade	D.A. for tours Within the State	D.A. for tours to any place Outside the State
Grade-I	Rs.300/-	Rs.400/-
Grade-II	Rs.200/-	Rs.300/-
Grade-III	Rs.150/-	Rs.200/-

**11.31.** Requests have been made to increase the Daily Allowance substantially to meet the increase in cost of stay while on tour. The Commission accepts the need for upward revision of this allowance.

**11.32.** Keeping in view the continuing rise in prices, the Commission recommends the following rates of Daily Allowance:

**REVISED RATES OF DAILY ALLOWANCE**

Grade	D.A. for tours Within the State	D.A. for tours to any place Outside the State
Grade-I	Rs.450/-	Rs.600/-
Grade-II	Rs.300/-	Rs.450/-
Grade-III	Rs.225/-	Rs.300/-

**i) Reimbursement of Lodging Charges**

**A. For places with in the State:**

**11.33.** Government servants are normally expected to stay in Government accommodation while on tour wherever it is available. In case, the employees could not secure accommodation in Government Travellers bungalows or Govt. Guest houses, they are eligible for the reimbursement of lodging charges in certain places. At present the Government servants visiting

Visakhapatnam, Vijayawada, Tirupati, Twin cities (Hyderabad & Secunderabad), Warangal, Guntur and Kurnool on official duties are entitled for reimbursement of lodging charges actually spent by them subject to the maximum amount shown below against each grade:

a) Grade-I	...	Rs.500/-
b) Grade-II	...	Rs.300/-
c) Grade-III	...	Rs.200/-

**B. For places outside the State:**

**11.34.** The Government servants visiting places outside the State on official duty are eligible for the reimbursement of lodging charges where ever Government accommodation is not available subject to the maximum limits indicated against each grade:

Maximum amount of reimbursement of Lodging charges at various places:

Grades	At Municipal Corporations either within the state or outside the state except those cities mentioned in columns (3) & (4) (Rs.)	At Hyderabad/ Secunderabad (Rs.)	At Delhi, Mumbai, Chennai, Kolkota, Bengaluru (Rs.)
(1)	(2)	(3)	(4)
I	500	750	875
II	300	450	525
III	200	300	350

**11.35.** Number of representations have been received for increasing this substantially to meet the realistic lodging charges prevailing at various places.

**11.36.** The Commission recommends that the lodging charges actually spent by them in all the Municipal Corporations either within the State or outside the state be reimbursed at the rates not exceeding the maximum amount indicated against each grade as shown below.

**REVISED LODGING CHARGES RECOMMENDED**

Grades	At Municipal Corporations either within the state or outside the state except those cities mentioned in columns (3) & (4) (Rs.)	At Hyderabad/ Secunderabad (Rs.)	At Delhi, Mumbai, Chennai, Kolkota, Bengaluru (Rs.)
(1)	(2)	(3)	(4)
<b>I</b>	<b>750</b>	<b>1000</b>	<b>1300</b>
<b>II</b>	<b>450</b>	<b>700</b>	<b>1000</b>
<b>III</b>	<b>300</b>	<b>450</b>	<b>700</b>

**11.37.** The Commission endorses the following suggestion of PRC 2010:

- i. In case of visits to Delhi, arrangements may be made for booking outside accommodation through A.P Bhavan to avoid possible wastage of money.*
- ii. For allowing full reimbursement of lodging charges, where suitable Government accommodation is not available, detailed guidelines need to be worked out. It is suggested that a nodal agency like A.P Tourism Development Corporation may identify lodges in various cities for this purpose and enter into a rate contract. The rates thus approved may be allowed for full reimbursement. Graded Classes of accommodation may be permitted for various grades of Government Servants.*

**j) Conveyance charges within the State**

**11.38.** At present, the employees working in twin cities are eligible for the payment of conveyance charges in connection with the journeys performed by them within the twin cities on official work. The employees are normally expected to perform journey by public conveyance i.e. A.P.S.R.T.C. buses. When a journey by public conveyance is not possible within the twin cities of Hyderabad and Secunderabad the employees are permitted to claim actual charges incurred at the rate of Rs.1.50/- per k.m. subject to the limit of Rs.25/- each way. Accordingly, orders were issued in G.O.Ms.No.107, Finance (TA) Department, dated: 07.04.2010.

**11.39.** **In view of the increase in the cost of living the Commission recommends to increase the actual charges to Rs. 2.25/- k.m., subject to a maximum of Rs.40/- each way.**

**11.40.** In the case of journeys by the Govt. employees to go to A.P. High Court, A.P.A.T. and other Courts and also to the Govt. Pleaders' Offices the maximum amount permissible at present is Rs.50/- per each trip subject to a ceiling of 20 trips per month or to a maximum of Rs.1000/- per month. Accordingly orders were issued in G.O.Ms.No.107, Finance (T.A.) Department, dated: 07.04.2010.

**11.41.** **The Commission recommends increase in the maximum amount of Rs.50/- per each trip to Rs.75/- per each trip subject to ceiling of 20 trips per month or to a maximum amount of Rs.1500/- p.m.**

**k) Conveyance Charges outside the State**

- (a) Taxi/ Auto charges incurred by the Govt. employees while on tour to any place outside the State, from the arrival point to the place of stay and 'vice-versa' are reimbursable to them subject to production of actual vouchers or a certificate of payment (vide rule 40 (6) of T.A. rules).

- (b) The Govt. employees are also eligible to claim actual Taxi or Auto fare, subject to a maximum of Rs.400/- per day for visiting the offices of Govt. of India and Ministries or any other office, situated at the places outside the State, while on tour. In such cases they have to furnish a certificate to the effect that Govt. vehicle was not provided to them.

**11.42.** In view of the increase in the cost of transport, **the Commission recommends to increase the maximum ceiling of Rs.400/- referred to in sub para (b) above to Rs.600/- per day while retaining the provisions contained in rule 40 (6) of T.A. rules referred to in sub para (a) above.**

**l) Conveyance charges to the Court Masters and Personal Secretaries to the Hon'ble Judges of A.P. High Court and A.P. Administrative Tribunal.**

**11.43.** As per the orders issued in G.O.Ms.No.107, Finance (T.A.) Dept.,dt: 7-4-2010. The Court Masters and Personal Secretaries to the Hon'ble Judges of High Court are allowed Conveyance charges at Rs.90/- per trip with an outer limit of Rs.3600/- p.m. when they visit the residences of Hon'ble Judges on official work. These orders were also extended to the Court Masters/ Personal Secretaries to the Hon'ble Chairman/ Vice Chairman and members of A.P.A.T.

**11.44.** In view of an increase of Auto charges, **the Commission recommends to increase the conveyance charges to Rs.110/- per trip with an outer limit of Rs.4400/- p.m.**

**m) Charges for the transport of personal effects.**

**11.45.** As per rule 58 of the T.A. rules the Govt. employees may transport their personal effects upto the following maximum limits consequent on transfer involving change of station.

<b>Grade of the Govt. employee</b>	<b>Maximum weight that can be transported</b>
Grade-I	5000 Kilograms
Grade-II	4000 Kilograms
Grade-III	3000 Kilograms

**11.46.** The Commission recommends to continue the limits of maximum weight as shown above.

**11.47.** Normally the employees are expected to transport the personal effects by goods train. However, the employees are permitted to transport the personal effects by a public transport company or even by a private lorry in

which case the actual cost of transport of personal effects has to be limited to the amount admissible had the personal effects been transported by goods train.

**11.48.** Now, the railways are not booking the personal effects for being transported by goods train. Further, the railways are refusing to furnish information regarding the rate of charge for the transport of personal effects by goods train. Therefore, it is impossible for the authorities to restrict the actual cost of transport by private lorry to that of the goods fare. In view of that the employees associations have suggested payment of transport charges at Rs.0.60/- per k.g. per k.m. The rate suggested by them is abnormally high. The Government of India in O.M.No.19030/3/2008.E.IV, dt.8.6.2009 of the Ministry of Finance issued orders fixing the rate of mileage for the transport of personal effects by its employees at Rs.0.003 per kg/per k.m to Rs.0.005 per kg/per k.m., depending up the grade pay and classification of cities. **The Commission recommends to simplify this formula by proposing an increase in the rate of mileage from Rs.0.003 per kg/per k.m to Rs.0.005 per k.g/per k.m while retaining the maximum weight permissible at the same level, At the above rates the mileage allowance admissible would be as follows:**

Grade	Maximum Weight permissible	Rate
I.	5000 Kgs.	@ Rs.0.005 per kg/per km, subject to a maximum of Rs.25/- per k.m.
II.	4000 Kgs.	@ Rs.0.005 per kg/per km, subject to a maximum of Rs.20/- per k.m.
III.	3000 Kgs.	@ Rs.0.005 per kg/per km, subject to a maximum of Rs.15/- per k.m.

**11.49.** This Commission recommends to allow the actual charges spent by the employee for the transport of personal effects subject to the maximum amount admissible at the above rates as per the Grade to which the employee belongs. These charges may be allowed irrespective of the mode of transport of personal effects between the two places either fully connected by rail, or fully not connected by rail but fully connected by road, or partly connected by rail and partly connected by road.

**n) Packing/ loading and unloading/ unpacking charges**

**11.50.** In addition to the payment of charges towards the cost of transport of personal effects, Govt. employees are allowed actual charges towards packing/ loading and unloading/ unpacking of personal effects subject to a maximum limit.

**11.51. In view of the general increase of charges this Commission recommends the following revised rates of the packing/loading and unpacking/unloading charges against each grade.**

Grade	Transfer within the State				Transfer outside the State	
	Transfer within the Zone		Transfer outside the Zone			
	Existing Rs.	Revised Rs.	Existing Rs.	Revised Rs.	Existing Rs.	Revised Rs.
Grade-I	500 (at each end)	1000 (at each end)	1000 (at each end)	2000 (at each end)	5000 [Rs.7000 for those in the existing scale pay of Rs.29,200 - 53060 & above]	7000 [Rs.9000 for those in the revised scale pay of Rs.56870-105810 & above]
Grade-II	300 (at each end)	600 (at each end)	600 (at each end)	1200 (at each end)	4000	5500
Grade-III	200 (at each end)	400 (at each end)	400 (at each end)	800 (at each end)	3000	4500

**o) Disturbance Allowance or Lumpsum Grant on transfer**

**11.52.** In the case of transfer of an employee from any place within the State to Delhi and any other place outside the State and also in the case of transfer from Delhi and places outside the State to any place within the State, the employees are eligible at present for the payment of this allowance at the following rates for each such transfer.

- (a) Grade-I: Rs.10000/- (However, employees drawing pay in the scale of pay of Rs.29200-53060 and above, shall be allowed Rs.12000/- for carrying personal effects by road).
- (b) Grade-II: Rs.7500/-
- (c) Grade-III: Rs.5000/-

**11.53. Taking into consideration the increase in prices, the Commission recommends the following revised amounts:**

- (a) Grade-I : Rs.15000/-
- (b) Grade-II : Rs.12000/-
- (c) Grade-III : Rs.8000/-

**p) Applicability of T.A. Rules to the All India Service Officers serving the affairs of the State**

**11.54.** As per notes (i) & (ii) under Annexure-I of A.P. Civil Service (Travelling Allowance) Rules, 1996, officers of All India Services drawing pay in



Junior time scale of pay shall be treated as Grade-II officers while other All India Service officers shall be treated as Grade-I officers for purposes of regulation of D.A., reimbursement of lodging charges and mileage allowance. For purposes of Air travel all officers, including All India Services, drawing pay in the scale of pay for Rs.19675-30765 are eligible to travel by Air while on tour as per rule 33 of A.P.T.A. Rules read with G.O.Ms.No.46, Fin (T.A.) Dept. dt: 2-3-2007. For purposes of travel by train, no mention was made about All India Services officers in rule 27 of A.P.C.S. (T.A.) Rules, wherein it was stated that all Govt. servants drawing pay in Revised scale of pay of Rs.7770-18575 and above are entitled to travel by I-Class/ AC-II Tier/ A.C.-III Tier/ A.C. Chair Car.

**11.55.** The pay and allowances and grant of leave and payment of leave salary, pensionary benefits to the All India Service Officers are being regulated in accordance with the rules of Govt. of India. Even in the case of grant of House Building Advance, to All India Service officers, this Commission, elsewhere recommended that the All India Service officers may be allowed an option to choose the rules by which they would like to be governed i.e. either State Govt. rules or rules of Govt. of India whichever is advantageous. Similarly, the Commission feels that the All India Service officers may be given an option to choose the rules by which they would like to be governed for purposes of regulating their Traveling Allowance on tour/ transfer/ L.T.C. Accordingly, **the Commission endorses that the All India Service officers serving the affairs of the State may be allowed an option to choose either the rules of Govt. of India or the State Government for regulating their tour T.A., Transfer T.A. and T.A. for L.T.C.**

**q) Fixed Traveling Allowance**

**11.56.** Government have identified certain categories of posts which require regular touring, for a minimum period of 15/20 days in a month for sanction of Fixed Traveling Allowance. All those categories are listed in Annexure II of the A.P.C.S (T.A.) Rules, 1996.

The existing rates of Fixed Traveling Allowance are as follows:

Classification	Details	Minimum number of days required to be toured in a month	Rates of Fixed Traveling Allowance to be allowed if the jurisdiction is		
			Within the Mandal (Rs.)	Within three Mandals but in one Revenue Division (Rs.)	Revenue Division (Rs.)
I	Officers on a pay scale uptoRs.9200-27000.	15 days	450	550	650
		20 days	550	650	750
II	Officers on a pay scale of Rs.9460-27700 and above	15 days	500	600	700
		20 days	600	700	800

**11.57.** Requests have been made by several associations that they may be sanctioned F.T.A. instead of regular T.A. & D.A. solely on the ground that due to budget constraint they are not able to get their T.A. bills approved.

**11.58.** Fixed Traveling allowance is admissible only to such of the categories of posts which require regular touring for a minimum period in a month within the jurisdiction. It is not correct to extend the same to others to overcome budgetary restrictions. The earlier PRCs also observed that it is not desirable to extend F.T.A. to any more categories since it would ultimately result in loss of budgetary control on this item of expenditure. PRC 1999 further observed that it is not in the interests of employees themselves as some of them, depending on the exigencies of work may have to tour more extensively in some months. On such occasions Fixed Traveling Allowance will be less than the amount of T.A. & D.A. for which they are entitled to as per rules. PRC 2005 while endorsing the same view suggested to Govt. Departments to identify the categories who, in their view should be allowed Fixed Traveling Allowance in place of regular T.A. & D.A. and that such cases could be examined by the Govt. on merits.

**11.59.** It appears that no exercise has been done in this direction by the Govt. Departments. The Commission, therefore, recommends that the Annexure-II to the A.P.C.S (T.A.) Rules, 1996 should be reviewed and suitable corrections be incorporated either adding new posts or deleting existing posts depending on the changed circumstances.

**11.60.** **Keeping in view the general increase in the cost of transport and other charges, the Commission recommends the revised rates of Fixed Travel Allowance as follows:**

#### **REVISED RATES OF FIXED TRAVEL ALLOWANCE**

Classification	Details	Minimum number of days required to be toured in a month	Rates of Fixed Traveling Allowance to be allowed if the jurisdiction is		
			Within the Mandal (Rs.)	Within three Mandals but in one Revenue Division (Rs.)	Revenue Division (Rs.)
<b>I</b>	<b>Officers on a revised pay scale upto and inclusive of Rs.17890-53950</b>	<b>15 days</b>	<b>600</b>	<b>700</b>	<b>800</b>
		<b>20 days</b>	<b>800</b>	<b>900</b>	<b>1000</b>
<b>II</b>	<b>Officers on a revised pay scale of Rs.18400-55410 and above</b>	<b>15 days</b>	<b>800</b>	<b>900</b>	<b>1000</b>
		<b>20 days</b>	<b>900</b>	<b>1000</b>	<b>1200</b>

**11.61.** If the jurisdiction is more than a Revenue division regular T.A., D.A. and mileage allowance as per rules has to be allowed.

**r) New Categories of posts for Fixed Travelling Allowance**

**11.62.** Several representations have been received by the Commission requesting for sanction of Fixed Travelling Allowance to various categories of Officers working in the field. After due consideration **the Commission recommends inclusion of following categories of Officers in the list of the Officers for which Fixed Travelling Allowance is admissible under Rule 12(1) of A.P. Travelling Allowances Rules, 1996.**

Sl. No.	Name of the Department	Designation of posts	Remarks
1.	Animal Husbandry Dept.,	Junior Veterinary Officer	Those working in the Muffasil Offices.
2.	Civil Supplies Department	i) Divisional Asst. Supply Officer. ii) Civil Supplies Deputy Tahsildars. iii) U.D. Revenue Inspector iv) Senior Checking Inspector v) Junior Checking Inspector vi) Asst. Grain Purchasing Officer	
3.	Cooperation Department	Senior Inspector of Cooperative Societies.	
4.	Sericulture Dept.,	i) Technical Assistant. ii) Technical Officer iii) Asst. Sericulture Officer	
5.	Medical Education	Paramedical Ophthalmic Officer	
6.	Health Department	Community Health Officer	
7.	School Education Dept.	Mandal Education Officer	
8.	Tribal Welfare Dept.,	Assistant Tribal Welfare Officer	

Several changes in designation of posts which are eligible for Fixed Travelling Allowance have taken place necessitating revision in the Annexure-II (Rule 12(1) of the A.P. Travelling Allowance Rules 1996). The revision of the Annexure is required not only to include new category of employees now recommended for inclusion, but also to incorporate the changes in the new designations and the departments which have since taken place. The Finance Department may initiate an exercise in this regard.

**s) Leave Travel Concession**

**11.63.** At present, the employees are eligible to avail leave travel concession once in a block of four consecutive calendar years, along with their family members. Out of the four years, this concession has to be availed to go to "Home Town" during the first block of two years. During the second block of two years the employees can avail this concession to visit any place within the State (including Home Town). During the availment of this concession, the journeys have to be performed by train if the places are connected by train. However, they may also perform the journey by A.P.S.R.T.C. buses between the two places connected by train, in which case, the claim is to be restricted to either the actual expenditure incurred or to the amount admissible had the journey been performed by train, whichever is less. In cases where the places are not connected by train but are connected by road only, the journeys have to be performed only by A.P.S.R.T.C. buses. The entitlement of class of travel/

different kinds of busses shall be in accordance with the entitlements in the case of journeys on official tour. If the journeys are performed by air, the claim shall be restricted to what is admissible had the journey been made by rail or bus as the case may be. Travel by private buses, taxis, etc. is prohibited. However, travel by A.P. Tourism development corporation buses is allowed. In support of the actual charges incurred by the employee, while availing the L.T.C., the used original Air/ Rail/ Bus tickets have to be enclosed to the T.A. claim.

**11.64.** The term "Family" for this purpose shall be the same as admissible in connection with the transfer of the Govt. employee with the following exceptions.

- i. The parents of Gazetted Officers shall not be treated as family members.
- ii. The parents of Non - Gazetted Officers shall not be treated as dependents, if either of them is a pensioner (including family pensioner).
- iii. The children born on or after 1-4-1996, will not be treated as members of the family, if the number of children born prior to 1-4-1996 were two or more for whom the claim is made.

*Note: The parents of married female Non-Gazetted Govt. employees will be treated as members of family provided they are dependent on them.*

**11.65.** Several employees associations have requested to pay lumpsum amount towards leave travel concession. They have also requested to permit them to avail the concession to go outside the State, but within India once in the entire service. They have further suggested to arrange to issue warrants making them eligible to travel by Trains/ A.P.S.R.T.C. buses without payment of the amount.

**11.66.** As already observed by the earlier PRCs, this is a concession allowed to the employees to enable them to claim the charges actually incurred by them, along with their family members, in connection with their journeys to visit their Home Towns/ any place within the State. If a lumpsum amount is paid to the employees it would amount to grant of one more allowance amongst the list of allowances in place now. This Commission is therefore not inclined to recommend the payment of any lumpsum amount on this account.

**11.67.** Government employees are permitted to avail Leave Travel Concession in Block Period of 4 years to visit Home Town during the first block of two consecutive calendar years and may avail this concession to visit any place within the state during the second block. Government later permitted the employees to avail Leave Travel Concession to go to any place outside the State also but within the country, together with eligible family members during the second Block period of two years subject to the condition that their claim shall be restricted to the last point in that direction within the State. On the

representation of the employees Government again issued orders vide G.O.Ms.No.98, Finance (TA)Dept., dt.21.5.2011 permitting all the Government employees to travel anywhere in India on LTC once in entire service during second part of the Block Period upto a maximum distance of 3500 K.Ms to& fro and subject to restricting the claim to Rs.12,500/-. **Keeping in view the increase in railway fares, the Commission recommends for the enhancement of the claim amount from Rs.12,500/- to Rs.18,750/-, while keeping the limit of the maximum distance as 3,500 KMs only.**

**11.68.** Regarding the third request relating to the arrangement of issue of warrants by the railways/ A.P.S.R.T.C. buses, the Commission advises the Govt. to explore the possibilities of arranging for the issue of warrants by the railways/ A.P.S.R.T.C. buses.

**11.69.** It is noticed from the existing rules that the used original tickets of Air/ Train/ A.P.S.R.T.C. buses have to be enclosed to the L.T.C. claim. The employees are expected to surrender their tickets to the railway authorities while coming out of the railway station. This issue may also be taken up with the Railway authorities.

**11.70.** As per the existing rules if the journeys are performed by the employees by air, the claim has to be restricted to the amount admissible had the journey been made by train/ A.P.S.R.T.C. buses. **In cases where the employees are entitled to travel by air while on official tour, they along with their family members, may be permitted to travel by air and claim the actual amount paid for the journey in L.T.C. also.** The Commission therefore recommends to issue revised instructions accordingly.

**11.71.** In the existing rule, the criteria for dependency for the family members on the Govt. employee is not clearly laid down. It is therefore desirable to put a monetary limit for the purpose of dependency of the family members on the Govt. employee. As per the L.T.C. rules applicable to the employees of Govt. of India, the definition of dependency of the family members is linked to the minimum family pension prescribed by the Government and dearness relief there on – vide O.M.F.No.31011/4/2008-Estt.(A) dated 23-09-2008 of Department of Personnel & Training, Ministry of Personnel, Public Grievances & Pension Government of India. It is desirable to adopt the same principle in the case of L.T.C. claims of State Govt. employees. **The Commission, therefore, recommends that a member of the family whose income from all sources, including stipend, pension (including dearness relief thereon) does not exceed the minimum family pension and dearness relief thereon, shall be deemed as dependent on the employee.**

**11.72.** The existing provision of travel by A.P. Tourism Development corporation buses may be continued.

## **2. Transport Allowance:**

**11.73.** Many associations requested for the payment of Transport Allowance on par with the employees of Government of India. This allowance is being paid to the employees of Government of India from 1-1-1996 basing on the recommendations of 5<sup>th</sup> CPC. Basing on the recommendations of the 6<sup>th</sup> CPC, the quantum of this allowance was enhanced by the Government of India and C.C.A. was altogether discontinued. The scales of pay of the State Govt. employees were revised from 1-7-98 and again from 1-7-2003. The earlier PRCs did not recommend payment of Transport Allowance. In the Government of India, the offices are mainly located at cities and big Towns while in the A.P. State, most of the offices are located at small Towns and even in Villages and the employees working in those places will not incur any major expenditure towards transport charges to go to office. Further, the non-Gazetted and class-IV employees working in Twin cities, Visakhapatnam, Vijayawada and Warangal (including Hanumakonda and Kazipet) are being allowed concessional bus pass to go to their offices. Such a facility is not available to the employees of G.O.I.

**11.74.** It is also recommended elsewhere to allow this concession to the employees working in the offices which are located in all the Municipal Corporations in the State. More over the Commission has recommended that the system of payment of CCA to the employees working in cities and major towns be continued in the State and recommended an appropriate revision of the rates besides continuing the facility of concessional bus pass to attend to their offices.

**11.75.** In order to offset the increase in expenditure on new items, including fuel that is used for transport, the Commission has made additional provision in the Minimum Pay calculation. This should sufficiently taken care of general increase in expenditure on transport costs incurred by the employees in general

**11.76. In view of the above, this Commission recommends against Transport Allowance.**

## **3. Concessional Bus Pass facility to the NGOs:**

**11.77.** At present the employees drawing pay in the scale of Pay of Rs.14860-39540 (RPS 2010) and working in Twin Cities, Hanamkonda / Warangal/ Kazipet, Visakhapatnam and Vijayawada are eligible for the facility of Concessional bus pass to travel in APSRTC city service. In this scheme, the employee will bear 1/3 of the cost of pass while the State will bear 2/3 of the cost. Some Associations represented to extend the same facility to the employees working in other places also where the APSRTC is running city services. There is a rapid growth in several urban areas leading to upgradation of the municipalities into Municipal Corporations and the employees may have to reside at a sufficiently distant places to their offices. **The commission therefore recommends to extend this facility to the employees working in**

**the limits of all the Municipal Corporations in the State if the A.P.S.R.T.C. is running city services in those places. The Benefit of the scheme will continue to be restricted to Government employees who are NGO's and drawing pay scale up to Rs.14860-39540 (RPS 2010), now revised to Rs.28940-78910.**

**11.78.** Another request in this regard is to permit the employees to travel by Metro Expresses, Metro-liners & A/c Buses also. Already orders were issued permitting the employees to travel by Metro- expresses subject to the condition that the Government will bear only 2/3 of the cost of bus pass by the ordinary bus service while the remaining amount will be borne by the employee. **The Commission is in agreement with the request and accordingly recommends to accord permission to the employees to travel by Metro liners and A/C Buses also subject to the condition that the share of Government should not exceed 2/3 cost of travel by ordinary buses and the remaining cost is borne by the individual.**

#### **4. Reimbursement of Tuition Fees in respect of the Children of NGOs:**

**11.79.** The employees associations have requested to enhance the amount of reimbursement of Tuition fees paid by the employees in respect of their children from the existing limit of Rs.1000/- p.a. to Rs.12000/- p.a. as applicable to the employees of Govt. of India.

**11.80.** In the Govt. Schools no tuition fees is collected from the students. In the case of girls no tuition fees is collected upto graduation level in Govt. Colleges. In case the employees send their children to private schools tuition fees has to be paid. As a gesture, Govt. are reimbursing some portion of tuition fees to the N.G.G.Os from the year 1978 onwards. This scheme is limited only to the N.G.G.Os. This is restricted to only upto two children. Based on the recommendations of PRCs from time to time, Govt. are issuing orders enhancing the maximum amount of re-imbursement of fees and also specifying the scale of pay of N.G.G.Os upto which this facility is extended.

**11.81.** The demand for parity with Central Government employees cannot be met. Keeping in view the increase in the rates of tuition fees **the Commission recommends enhancement in the reimbursement of the tuition fees amount at the rate of Rs.2500/- p.a. per pupil subject to the condition that the reimbursement should be made in respect of two children only. This scheme of reimbursement of tuition fees shall be allowed to all the Class-IV employees and Non-Gazetted officers and that the claim is permissible in respect of children studying in all the classes upto graduation level i.e. from L.K.G. upto and inclusive of the Intermediate/ 12<sup>th</sup> Class.** The other conditions regarding the submission of receipts, certificates, etc. would continue.

## **5. Funeral Charges of deceased Govt. employees:**

**11.82.** The Head of the office is permitted to sanction not more than Rs.10,000/- towards the expenditure on obsequies or transport of deceased Govt. employees, as per the orders issued in G.O.Ms.No.1669, G.A. Dept. dt: 15-9-1965 as amended from time to time.

**11.83.** The employees' Associations have represented to enhance this amount Rs.20000/- in view of the increase in the travel expenses besides the cost of transportation of the body to the native place.

**11.84.** **The Commission feels that there is a justification in the request and, therefore, recommends to increase the amount of funeral charges to Rs.20,000/-.**

**11.85.** As regards the other request to pay the cost of transportation of the body to the native place the Commission is of the view that due to implementation of Presidential order on six point formula majority of the posts are either localized or zonal cadre posts. As such the Commission is not in favour of recommending payment of the cost of transportation of the body additionally.

## **6. Remuneration to the Drivers, Roneo Duplicating Operators and Lift Operators for attending to the Official duties on holidays:**

**11.86.** As per the orders issued in G.O.Ms.No.280, Finance (TA) Department, dated:15-10-05 the Drivers of Government Vehicles are allowed a remuneration of Rs.50/- per day w.e.f.15-10-2005, if they perform official duties on a holiday and if a compensatory holiday could not be granted in lieu thereof.

**11.87.** The lift operators of Secretariat / Legislature Departments who perform official duties on a holiday and who could not be granted a compensatory holiday in lieu thereof are allowed a remuneration of Rs.25/- per day w.e.f.6-10-1994 as per G.O.Ms.No.347, Finance and Planning (F.W. TA) Department, w.e.f., dt.6-10-1994. This rate was not revised after words.

**11.88.** The Roneo duplicating operators requested to allow the remuneration on par with drivers if they attend to the official duties on a holiday.

**11.89.** The 2010 commission recommend that the Drivers of the Government Vehicles, Roneo duplicating operators of all the Government Departments and the Lift Operators of all the Government Departments who are paid salary in a regular scale of pay may be paid a remuneration at Rs.75/- per day. This remuneration would be payable if they are directed to perform official duties on a public holiday and if they could not be granted a compensatory holiday in lieu thereof. The certificate prescribed in G.O.Ms.No.313, Finance & Planning (FW-TA) Department, dt.27-09-1989 read



with G.O.MS.No.219, Finance & Planning (FW-TA) Department, dt.27-05-1993 and G.O.Ms.No.347 Finance & Planning (FW.TA) Department, Dt. 06-10-1994 may be continued to be insisted to be furnished by the concerned controlling officers.

**11.90. The Commission recommends enhancement in the remuneration to the Drivers, Roneo Duplicating Operators and Lift Operators for attending to official duties on holidays to Rs.125/- per day. Other conditions prescribed shall continue to apply in this case.**

## **7. Special Compensatory Allowance:**

**11.91.** Based on the Government of India's order, the State Government, issued orders in the year 1971, renaming the then special pay admissible in unhealthy localities as "Bad Climate Allowance" and treated it as a Special Compensatory allowance. Since then orders were issued by different departments of Government sanctioning special allowances some of them are as follows:

- A. Finance Department have issued orders regarding the Bad Climate Allowance.
- B. (i) Revenue Department later issued orders for Payment of agency allowance where bad climate allowance was not payable  
(ii) Irrigation Department issued orders for payment of project/ construction allowance, rent free quarters of Addl. H.R.A. in lieu thereof; which is paid because of difficult living and working conditions faced by employees working in projects.  
(iii) Social Welfare Department also issued orders for payment of Special Compensatory Allowance, enhanced Addl.HRA in lieu of Rent free quarters in Class-I & Class-II Agency tracts for employees working in Scheduled areas.

**11.92.** With a view to have a comprehensive approach on Special Compensatory Allowance the Government constituted a High Power Committee with Sri K.V.Natarajan, I.A.S, as chairman & six other members in G.O.Rt.No.1224, Finance & Planning (FW-TA) Dept., dt.15-5-1990.

**11.93.** The High Power Committee recommended payment of Special Compensatory Allowance for the employees working in scheduled areas. Based on that report orders were issued by Government in G.O.Ms.No.298, Fin. & Plg. (F.W.T.A) Dept., dt.28-12-1991, and in G.O.Ms.No.9, Fin. & Plg. (F.W.T.A.) Dept., dt.17-01-1992 for the payment of Special Compensatory Allowance at slab

rates with reference to the basic pay in RPS, 1986 for employees working in the scheduled areas. In G.O.Ms.No.228, Fin. & Plg. (FW-TA) Dept., dt.29-05-1993, and in G.O.Ms.No.153, Fin. & Plg. (FW-TA) Dept., dt.10-09-1999 orders were issued continuing the said allowance duly modifying the basic pay slabs in the respective pay revisions. This issue was not examined by any of the PRCs from 1993 to 2005.

**11.94.** Government in G.O.Rt.No.1648, G.A.(Spl.A) Dept., dt.24-03-2006, referred the issue of review of the Special Compensatory Allowance to the One Man Commission 2006. Based on the recommendations of One Man Commission 2006, Government issued orders in G.O.Ms.No.6, Fin. (TA) Dept. dt.12-01-2007, sanctioning the Special Compensatory Allowance at Slab rates on the basic pay in RPS 2005 as shown below:

Basic Pay range in the Revised Pay Scales	Rate of Special Compensatory Allowance admissible in Non-Mandals	Rate of Special Compensatory Allowance admissible in Mandals	Rate of Special Compensatory Allowance admissible in Hills/Hill tops
1	2	3	4
Upto Rs.6040/-	Rs.300/- p.m.	Rs.375/- p.m.	Rs.450/- p.m.
Rs.6041/- and above upto Rs.7770/-	Rs.375/- p.m.	Rs.450/- p.m.	Rs.525/- p.m.
Rs.7771/- and above upto Rs.9775/-	Rs.450/- p.m.	Rs.550/- p.m.	Rs.600/- p.m.
Rs.9776/- and above upto Rs.12070/-	Rs.550/- p.m.	Rs.600/- p.m.	Rs.675/- p.m.
Rs.12071/- and above upto Rs.16450/-	Rs.600/- p.m.	Rs.650/- p.m.	Rs.750/- p.m.
Rs.16451/- and above	Rs.650/- p.m.	Rs.700/- p.m.	Rs.825/- p.m.

**11.95.** The List of Villages/ Hamlets in Scheduled areas located in Non-Mandals, Mandal Head Quarters and Hills / Hill tops are detailed in Annexure I, II & III respectively of G.O.Ms.No.6., Fin. (TA) Dept., dt:12-01-07. In G.O.Ms.No.295, Fin. (TA) Dept., dt.4-10-2008, orders were issued extending the Special Compensatory Allowance to the applicants working in the agency areas mentioned in several O.As detailed in para 5 of G.O.295. Neither the names of villages/Hamlets nor the names of applicants to whom it is extended was indicated in the Government Order. Again in G.O.Ms.No.163, Fin. (TA) Department, dt.4-6-2009 Special Compensatory Allowance was extended to the applicants in some more O.As. filed in A.P.A.T. and in one W.P. filed in A.P. High Court. In this Government Order also the names of villages/ Hamlets and the names of the petitioners in the O.As. / W.P. were not specified.

**11.95.1.** The PRC 2010 recommended a modest increase in the rates of Special Compensatory Allowance as mentioned below:

Basic Pay range in the Revised Pay Scales, 2008	Rate of Special Compensatory Allowance admissible in Non-Mandals	Rate of Special Compensatory Allowance admissible in Mandals	Rate of Special Compensatory Allowance admissible in Hills/ Hill tops.
	(Rs) per month	(Rs) per month	(Rs) per month
1	2	3	4
Upto Rs.10600/-	Rs.325/-	Rs.400/-	Rs.475/-
Rs.10601/- and above upto Rs.13660/-	Rs.400/-	Rs.475/-	Rs.550/-
Rs.13661/- and above upto Rs.17050/-	Rs.475/-	Rs.575/-	Rs.625/-
Rs.17051/- and above upto Rs.21250/-	Rs.575/-	Rs.625/-	Rs.700/-
Rs.21251/- and above upto Rs.28450/-	Rs.625/-	Rs.675/-	Rs.775/-
Rs.28451/- and above	Rs.675/-	Rs.725/-	Rs.850/-

**11.96.** Requests have been made to this commission to recommend Special Compensatory Allowance as a percentage of basic pay instead of at slab rates. **The Commission opines, that it is desirable to continue to pay the Special Compensatory Allowance on slab rates only and accordingly recommends the following increase in the rates of Special Compensatory Allowance. The Commission has unlike in the past allowed higher rate of Special Compensatory Allowance in Non-Mandals vice Mandals.**

**Increased rates of Special Compensatory Allowance as mentioned below:**

Basic Pay range in the Revised Pay Scales, 2014	Rate of Special Compensatory Allowance admissible in Mandals	Rate of Special Compensatory Allowance admissible in Non-Mandals	Rate of Special Compensatory Allowance admissible in Hills/ Hill tops.
1	2	3	4
Upto Rs.20050/-	Rs.500/- p.m.	Rs.600/- p.m.	Rs.725/- p.m.
Rs.20051/- and above upto Rs.26600/-	Rs.600/- p.m.	Rs.725/- p.m.	Rs.825/- p.m.
Rs. 26601/- and above upto Rs. 34210/-	Rs.725/- p.m.	Rs.875/- p.m.	Rs.950/- p.m.
Rs.34211/- and above upto Rs.41380 /-	Rs.875/- p.m.	Rs.950/- p.m.	Rs.1075/- p.m.
Rs.41381/- and above upto Rs. 55410/-	Rs.950/- p.m.	Rs.975/- p.m.	Rs.1125/- p.m.
Rs.55411/- and above	Rs.975/- p.m.	Rs.1100/- p.m.	Rs.1275/- p.m.

**11.97.** The Commission suggests that the names of Villages / Hamlets covered by G.O.Ms.No.295, Fin (TA) Dept., dt.4-10-2008 and G.O.Ms.No.163, Fin. (TA) Dept., dt. 4-6-2009, should also be specified and communicated along with the Government Orders. This would make it easy for the Officers processing the Claims to ascertain the correctness of the claim. The Commission, also recommends to issue amendments to Annexures I, II & III of G.O.Ms.No.6,

incorporating the names of villages / Hamlets, in Non-Mandals and the names of Mandal Headquarters and names of Villages/Hamlets located in Hills / Hill tops so that the list would be exhaustive and comprehensive.

**11.98.** It is also noticed by the Commission that the orders issued in G.O.Ms.No.295, Fin. (TA) Department, dt.04-10-2008 and in G.O.Ms.No.163, Fin. (TA) Dept., dt.4-6-2009 are made applicable only to the applicants who filed O.As in A.P.A.T. and W.P. in A.P. High Court. Equity demands that the orders issued in the above two Government Orders are made applicable to all the employees working in the Villages/ Hamlets in Non-Mandals, at Mandal Head quarters and in the Villages/ Hamlets located in Hills / Hill Tops uniformly. The Commission, therefore, recommends to issue orders extending Special Compensatory Allowance to all the employees working in the Villages /Hamlets in Non-Mandals, Mandal Headquarters and Villages / Hamlets located in Hills / Hill tops covered by the above two Government Orders without restricting it only to those employees who approached courts.

#### **8. Uniform Allowance and Uniform Maintenance Allowance:**

**11.99.** The recommendation of PRC 2010 with regard to the payment of Uniform Allowance to eligible categories in the month of April every year in lumpsum is endorsed.

**11.100.** Taking into account the existing rates of allowance and the approximate cost of the uniform including equipment to go with the Uniform the following rates of Uniform Allowance are recommended.

Sl.No.		Existing	Revised
1.	(a) For employees belonging to uniformed services, (viz) Police, (except Grey hounds, S.I.B. Personnel, C.I.D., & Dist. Spl. Branches) Prohibition & Excise, Forest, Fire & Emergency Services, Prisons & correctional services Transport, Legal metrology, Ports departments and the employees belonging to Municipalities.	Rs.2000/- p.a.	Rs.3500/- p.a.,
	(b) For the Operational Staff in "Grey Hounds" and S.I.B. Units of Police Department	Rs.5000/- p.a.	Rs.7,500/- p.a.,
	(c) For the Staff in C.I.D. and Dist. Special Branches covered by G.O.(P)No.511, Fin (TA) Dept., Dt. 11-06-04.	Rs.300/- p.a.	Rs.500/- p.a.,
2.	For the Nursing personnel working in all the Medical Departments, i.e. Medical Education, Health, Family Welfare, Institute of Preventive Medicine, Insurance Medical Services & Ayush Departments.	Rs.1,500/- p.a.	Rs.2,500/- p.a.,
4.	For the staff who have to wear Apron compulsorily in Laboratories / Dispensaries / Hospitals etc.,	Rs.500/- p.a.	Rs.850/- p.a.,
5.	For the teaching faculty of College of Nursing	Nil	Rs.2,500/- p.a.

**11.101.** In respect of Sl. Nos. 1, 2 and 3 the categories of posts for which Uniform Allowance is to be paid is given at Annexure-I. In respect of the staff working in the Laboratories / Dispensaries / Hospitals etc., covered by Sl.No.4.the categories of posts for which this allowance is payable may be notified by the respective administrative departments of Government in consultation with Finance Department as that information is not readily available with the Commission.

**11.102.** In respect of the staff belonging to Protocol Department and Raj Bhavan, for whom separate dresses are prescribed, the existing procedure of supplying the uniform is recommended to be continued for Officers and other employees. Similarly, in the case of staff belonging to A.P. Bhavan, New Delhi, for whom separate dresses are prescribed for summer season and winter season, the existing procedure of supply of dress to the class IV employees is recommended to be continued. It is reported that in respect of other staff summer/winter Uniform Allowance is being paid as shown below as per G.O.Ms.No.410, G.A.(GH.I) Dept.,dt.12-10-2001.

- a. Summer Uniform Allowance at Rs.750/- per head per annum.
- b. Winter Uniform Allowance at Rs.1,000/- per head per annum.

**11.103.** **In view of the increase in the cost of cloth and stitching charges, the Commission recommends the following rates:**

- a. Summer Uniform Allowance at Rs.1,500/- per head per annum.
- b. Winter Uniform Allowance at Rs.2,000/- per head per annum.

**11.104.** The Commission also recommends to pay this allowance along with the salary for the month of March which is paid in April every year.

#### **Uniform Maintenance Allowance**

**11.105.** The Commission endorses the recommendation of PRC 2010 that those who are eligible for Uniform allowance should automatically be eligible for Uniform Maintenance Allowance. Keeping in view the increase in the costs of maintenance **the Commission recommends enhancement in the payment of Uniform Maintenance Allowance from Rs.100/- p.m., to Rs.150/- p.m., to all the categories who have to wear Uniforms as specified in items (A) (B) & (C) of Annexure-I and from Rs.50/- to Rs.75/- p.m., for all other categories who have to wear only Aprons / Coats etc. (vide item (D) of Annexure-I and Staff of Laboratories / Dispensaries / Hospitals etc.)** This Uniform Maintenance Allowance is payable only to such of the categories to whom uniform allowance is admissible or those exceptional cases as in the case of Raj Bhavan, A.P. Bhavan, Protocol Department, etc., where Uniform is supplied.

## **ANNEXURE I**

### **List of Posts for which Uniform Allowance is Admissible**

#### **(A) Uniformed Services**

- (i) Police Department. (other than “Grey Hounds” & “S.I.B”).
  - (a) Superintendent of Police (Non Cadre) and equivalent ranks.
  - (b) Additional Superintendent of Police (Non Cadre) and equivalent ranks.
  - (c) Deputy Superintendent of Police and equivalent ranks
  - (d) Inspector of Police and equivalent ranks
  - (e) Sub-Inspector of Police and equivalent ranks
  - (f) Assistant Sub Inspector of Police and equivalent ranks
  - (g) Head Constable and equivalent ranks
  - (h) Police Constable and equivalent ranks
  
- (ii) “Grey Hounds” Unit of Police Department
  - (i) Group Commander
  - (ii) Squadron Commander
  - (iii) Assault Commander D.S.P. (Communications)
  - (iv) Dy. Assault Commander/ Inspectors (Communications)
  - (v) Asst. Assault Commander/ S.I &ASI (Communications)
  - (vi) Sr. Commandos, H.C (communications)H.C. (Dog Squad)
  - (vii) Jr. Commandos, P.C/F.E. (communications) Dog Boys, P.C.(Dog Squad)
  - (j) S.I.B. Personnel
  - (k) Staff in C.I.D. and District Special Branches
  
- (iii) Prisons & Correctional Services Department:
  - (a) Additional Inspector General.
  - (b) Deputy Inspector General.
  - (c) Superintendent of Jail and equivalent ranks.
  - (d) Deputy Superintendent of Jail and equivalent ranks.
  - (e) Jailors and equivalent ranks.
  - (f) Deputy Jailors and equivalent ranks.
  - (g) Assistant Superintendent Borstal School
  - (h) Assistant Matron
  - (i) Chief Head Warder
  - (j) Head Warder
  - (k) Warder
  
- (iv) Prohibition& Excise Department
  - (a) Deputy Commissioner
  - (b) Assistant Commissioner

- (c) Prohibition and Excise Superintendent
  - (d) Assistant Excise Superintendent
  - (e) Prohibition and Excise Inspector
  - (f) Prohibition and Excise Sub. Inspector
  - (g) Excise Head Constable
  - (h) Excise Constable
  - (i) Tree Markers
  - (j) Drivers
- (v) Forest Department:
- (a) Forest Range Officer
  - (b) Deputy Range Officer
  - (c) Forest Section Officer
  - (d) Forest Beat Officer
  - (e) Assistant Beat Officer
  - (f) Keeper (lion) / Head Animal Keeper
  - (g) Animal Keeper / Mahavit
  - (h) Zoo Sergeant
  - (i) Watchman
  - (j) Gate Keeper
- (vi) Transport Department:
- (a) Deputy Transport Commissioner
  - (b) Regional Transport Officer / Secretary to R.T.A.
  - (c) Motor Vehicles Inspector
  - (d) Assistant Motor Vehicles Inspector
  - (e) Transport Head Constable
  - (f) Transport Constable
- (vii) Legal Metrology Department
- (a) Senior Inspector
  - (b) Inspector
  - (c) Maistry
  - (d) Manual Assistants
- (viii) Fire & Emergency Services Department
- (a) Director
  - (b) Additional Director
  - (c) Regional Fire Officer
  - (d) Divisional Fire Officer
  - (e) Assistant Divisional Fire Officer
  - (f) Station Fire Officer
  - (g) Leading Fireman
  - (h) Firemen and equivalent ranks
  - (i) Driver Operator

(ix) Ports Department

- (a) Port Conservator
- (b) Assistant Port Conservator-cum-Wharf Supervisor

**(B) Staff of Municipalities**

- (a) Sanitary Inspector
- (b) Maternity Assistants
- (c) Health Visitor / Health Assistant
- (d) Sanitary Maistries

**(C) Nursing Personnel**

- (a) Nursing Superintendents
- (b) Head Nurses
- (c) Staff Nurses
- (d) Auxiliary Nurse Midwives/ Maternity Assistants
- (e) Ayas
- (f) Sister Nurse
- (g) Health Visitor
- (h) MNO/FNO

**(D) (i) Staff of A.P. High Court**

- (a) Court Master,
- (b) Court Officer,
- (c) Section Officer
- (d) Scrutiny Officer
- (e) Accounts Officer
- (f) P.S to Hon'ble Judges,
- (g) P.S. to Registrar
- (h) Driver of the Vehicles of Hon'ble Judges & Registrars
- (i) Office Subordinate (Attender) attached to the Hon'ble Judges & Registrars.

**(ii) Staff of A.P.A.T.**

- (a) Section Officer
- (b) Scrutiny Officer
- (c) Court Officer,
- (d) Court Master,
- (e) P.A to Hon'ble Chairman, Vice Chairman, Members and Registrar.
- (f) Driver of the Vehicles of Hon'ble Chairman, Vice Chairman, Members and Registrar.
- (g) Office Subordinate (Attender) attached to the Hon'ble Chairman, Vice Chairman, Members and Registrar.



**(iii) Staff of Special Court Under AP Land Grabbing (Prohibition) Act.**

- (a) P.Ss to Hon'ble Chairman and Members
- (b) P.As to Hon'ble Chairman and Members
- (c) Court Master
- (d) Court Officer

## ANNEXURE II

### **Existing Rates of Kit Maintenance / Dhobi Allowance**

Sl. No	Department/ Category	Existing Amount (Rs.)	Recommended Amount (Rs.)
<b>1.</b>	<b><u>FIRE AND EMERGENCY SERVICES DEPARTMENT</u></b>		
<b>(i)</b>	(a) Director (Departmental Officer) (b) Regional Fire Officer (c) Deputy Director of Fire Services (d) Divisional Fire Officer (e) Asst. Divisional Officer	100/- p.m.	150/- p.m.
<b>(ii)</b>	(a) Station Fire Officer (b) Engine Fire Officer	100/- p.m.	150/- p.m.
<b>(iii)</b>	(a) Leading Fireman (b) Firemen and other equivalent ranks in Fire Service Department who are required to be in Uniform.	50/- p.m.	75/- p.m.
<b>2.</b>	<b><u>FOREST DEPARTMENT</u></b>		
	(i) Forest Guards, Foresters, Beat Officer & Asst. Beat Officer	50/- p.m.	75/- p.m.
	(ii) Forest Range Officer	50/- p.m.	75/- p.m.
	(iii) Deputy Range Officer	50/- p.m.	75/- p.m.
	(iv) Forester	50/- p.m.	75/- p.m.
	(v) Animal Keeper	50/- p.m.	75/- p.m.
	(vi) Watchman	50/- p.m.	75/- p.m.
	(vii) Zoo Sergeant	50/- p.m.	75/- p.m.
	(viii) Gate Keeper	50/- p.m.	75/- p.m.
<b>3.</b>	<b><u>HIGH COURT OF ANDHRA PRADESH</u></b>		
	(i) Court Masters	50/- p.m.	75/- p.m.
	(ii) Court Officers	50/- p.m.	75/- p.m.
	(iii) Personal Secretaries to Hon'ble Judges	50/- p.m.	75/- p.m.
	(iv) Section Officers	50/- p.m.	75/- p.m.
	(v) Driver	50/- p.m.	75/- p.m.
	(vi) Attender	50/- p.m.	75/- p.m.
	<b><u>(a) MEDICAL AND HEALTH DEPARTMENT</u></b>		
	(i) Auxiliary Nurse Midwives and Health Visitors	50/- p.m.	75/- p.m.
	(ii) Medical employees who are in receipt of Kit Maintenance/ Dhobi Allowance	50/- p.m.	75/- p.m.

Sl. No	Department/ Category	Existing Amount (Rs.)	Recommended Amount (Rs.)
(iii)	Nursing Personnel including Pupil Nurses	100/- p.m. w.e.f.10-8-2006	150/- p.m.
<b>(b) INDIAN MEDICINE AND HOMEOPATHY (AYUSH) DEPARTMENT</b>			
(i)	Staff Nurses of Indian Medicine and Homeopathy Department	50/- p.m.	75/- p.m.
(ii)	Nursing Orderly	100/- p.m. w.e.f.10-8-2006	150/- p.m.
<b>(c) INSTITUTE OF PREVENTIVE MEDICINE, P.H. LABS, AND FOOD (HEALTH) ADMINISTRATION DEPARTMENT</b>			
(i)	Junior Analyst	50/- p.m.	75/- p.m.
(ii)	Lab Technician Grade-I	50/- p.m.	75/- p.m.
(iii)	Lab Technician Grade-II	50/- p.m.	75/- p.m.
(iv)	Sr. Technician Assistant	50/- p.m.	75/- p.m.
(v)	Sample Custodian	50/- p.m.	75/- p.m.
(vi)	Chemist	50/- p.m.	75/- p.m.
(vii)	Asst. Bio-Chemist	50/- p.m.	75/- p.m.
(viii)	Research Chemist	50/- p.m.	75/- p.m.
(ix)	Chemical Assistant	50/- p.m.	75/- p.m.
(x)	Lab Attendant	50/- p.m.	75/- p.m.
(xi)	Roneo Operator	50/- p.m.	75/- p.m.
(xii)	Office Attender	50/- p.m.	75/- p.m.
(xiii)	Kamaties including Labour, Kamati Sealer		
(xiv)	Sweeper	50/- p.m.	75/- p.m.
(xv)	Head Nurse	50/- p.m.	75/- p.m.
(xvi)	Thoti	50/- p.m.	75/- p.m.
(xvii)	Staff Nurse	50/- p.m.	
(xviii)	Chowkidar	50/- p.m.	75/- p.m.
(xix)	Male Nursing Orderly	50/- p.m.	75/- p.m.
(xx)	Scavenger	50/- p.m.	75/- p.m.
(xxi)	Photographer-cum-Typist	50/- p.m.	75/- p.m.
(xxii)	Jr. Boiler Attendant	50/- p.m.	75/- p.m.
(xxiii)	Dhobi	50/- p.m.	75/- p.m.
(xxiv)	Barber	50/- p.m.	75/- p.m.
(xxv)	Animal Attender	50/- p.m.	75/- p.m.
(xxvi)	Vaccinator	50/- p.m.	75/- p.m.
(xxvii)	Sr. Boiler Attendant	50/- p.m.	75/- p.m.

Sl. No	Department/ Category	Existing Amount (Rs.)	Recommended Amount (Rs.)
	(xxviii) Boiler Mechanic	50/- p.m.	75/- p.m.
	(xxix) Asst. Sergeant	50/- p.m.	75/- p.m.
	(xxx) Sergeant	50/- p.m.	75/- p.m.
	(xxxii) Animal Caretaker	50/- p.m.	75/- p.m.
	(xxxiii) Tailor	50/- p.m.	75/- p.m.
	(xxxiiii) Sealer	50/- p.m.	75/- p.m.
	(xxxv) Packer	50/- p.m.	75/- p.m.
	(xxxvi) Driver	50/- p.m.	75/- p.m.
	(xxxvii) Cleaner	50/- p.m.	75/- p.m.
	(xxxviii) Sample Taker	50/- p.m.	75/- p.m.
	(xxxix) Calf Watchman	50/- p.m.	75/- p.m.
	(xxxix) Mali	50/- p.m.	75/- p.m.
	(xxxx) Pharmacist	50/- p.m.	75/- p.m.
	(xxxxi) Mechanic	50/- p.m.	75/- p.m.
	(xxxxii) Electrician	50/- p.m.	75/- p.m.
	(xxxxiii) Helper	50/- p.m.	75/- p.m.
	(xxxxiv) Carpenter	50/- p.m.	75/- p.m.
	(xxxxv) Sr. Mechanic	50/- p.m.	75/- p.m.
	(xxxxvi) Mechanic Grade-I	50/- p.m.	75/- p.m.
	(xxxxvii) Mechanical Supervisor	50/- p.m.	75/- p.m.
<b>d) INSURANCE MEDICAL SERVICES DEPARTMENT</b>			
	Nursing Personnel	51/- p.m.	75/- p.m.
5.	<b>(a) POLICE DEPARTMENT</b>		
	(i) A.P. State Police Service Officers including Director, Police Communications, Superintendent of Police Communications, Deputy Superintendent of Police Communications, Police Transport Officer and other Officers in the Police Transport Organization equivalent to the category of Deputy Superintendent of Police.	135/- p.m.	200/- p.m.
	(ii) Inspector of Police, Sub-Inspector of Police, Reserve Inspectors, Asst. Reserve Inspectors and equivalent ranks in the Police Department	102/- p.m.	150/- p.m.

Sl. No	Department/ Category	Existing Amount (Rs.)	Recommended Amount (Rs.)
	(iii) Head Constables and Police Constables and equivalent ranks in all the Branches of the Police Department who are required to be in Uniform	100/- p.m.	150/- p.m.
	<b>(b) ANTI-CORRUPTION BUREAU</b>		
	(i) Deputy Superintendent of Police	90/- p.m.	150/- p.m.
	(ii) Inspector/ Sub-Inspector	68/- p.m.	100/- p.m.
	(iii) Head Constable/ Police Constable	45/- p.m.	75/- p.m.
6.	<b><u>PORT DEPARTMENT</u></b>		
	(i) Port Conservator	169/- p.m.	250/- p.m.
	(ii) Asst. Port Conservator	169/- p.m.	250/- p.m.
	(iii) Wharf Supervisor	169/- p.m.	250/- p.m.
7.	<b><u>PRISONS DEPARTMENT</u></b>		
	(i) Additional Inspector General	60/- p.m. *	100/- p.m.
	(ii) Deputy Inspector General	60/- p.m. *	100/- p.m.
	* vide G.M.No.45187/ Prisons B/ 98-3 Dt: 18-5-1999 of Home Dept. (Lr.No.W3/8/95 Dt:3-12-98 & 19-4-95 of I.G. of Prisons.		
	(iii) Deputy Superintendent and other Executive categories of equivalent Rank who are required to be in uniform.	68/- p.m.	100/- p.m.
	(iv) Superintendent, Central Prison	68/- p.m.	100/- p.m.
	(v) Deputy Jailors and Jailors		
	(vi) Asst. Matron/ Chief Drill Instructor/ Chief Law Instructor/ Asst. Law Instructor/ Asst. Superintendent of Borstal School, Case worker, Asst Chief Drill Instructor	51/- p.m.	75/- p.m.
	(vi) Chief Head Warder/	100/- p.m. w.e.f. 10-8-2006	150/- p.m.
	(vii) Head Warder	100/- p.m. w.e.f. 10-8-2006	150/- p.m.
	(vi) Warder	100/- p.m. w.e.f. 10-8-2006	150/- p.m.
8.	<b><u>TRANSPORT DEPARTMENT</u></b>		
	(i) Motor Vehicle Inspectors	100/- p.m. w.e.f. 10-8-2006	150/- p.m.
	(ii) Asst. Motor Vehicle Inspectors	100/- p.m. w.e.f. 10-8-2006	150/- p.m.
	(iii) R.T.O./ Secretary to R.T.A.	100/- p.m. w.e.f. 10-8-2006	150/- p.m.
9.	<b><u>WEIGHTS AND MEASURES DEPARTMENT</u></b>		
	Maistries and Manual Assistants	50/- p.m.	75/- p.m.

## **9. Stitching charges for the Uniform:**

**11.106.** Government have enhanced the stitching charges to the categories included in the A.P. Last Grade Services/ A.P. State General Sub-ordinate Services and Work charged employees who are compulsorily to wear uniform as per rules, from the existing rates of Rs.140 per pair/per annum to Rs.180/- per pair/per annum in respect of male employees and from Rs.22 per blouse to Rs.45/- per blouse in respect of women employees. Vide G.O.Ms.No.233, dt.11.8.2008 of Finance(TA) Dept. Engineering-in-Chief, Irrigation & Command Area Development Department has requested for the enhancement of stitching charges. Keeping in view of general increase in the costs, **the Commission recommends the enhancement in the stitching charges from Rs.180/- to 300/- per pair/per annum in respect of male employees and from Rs.45/- to Rs.100/- per blouse in respect of women employees.**

## **10. Risk Allowance:**

**11.107.** Risk Allowance is sanctioned by the Government to certain categories of employees belonging to Medical, Animal Husbandry, Police, Fire Services, Ground Water, Mines and Geology and Printing departments including A.P. Text Book Press. This allowance is sanctioned mainly on the ground that the health of the employee will be affected due to attending to the care of patients suffering from contagious diseases, due to continuous exposure to hazardous chemicals and also due to radiation which is common in Medical & Animal Husbandry Departments. In the case of exposure to hazardous chemicals which is used in Printing activity there is scope for deterioration of the health of the employees.

**11.108.** In the case of employees belonging to Police and Fire Service Departments, their duties are such that at any moment anything can happen to their lives. In these cases the risk is not gradual but it is sudden. Similar is the case of employees who are attending to Drilling operations in Ground Water and other Engineering Departments.

**11.109.** There were several requests from various associations of the employees to grant risk allowance stating that their duties are risk prone. At the time of entering into service itself the employees know very well that the duties attached to those posts are prone to risk. Therefore, risk to life is not a new phenomenon which the employee would know only after joining the service. Keeping in view the qualifications and nature of duties the scales of pay of such risk prone posts are fixed by the Government.

**11.110.** With a view to review the Risk Allowance now admissible, the respective Heads of Departments were requested to furnish the nature of duties of the posts involving risk. **Taking into account the views of the Heads of Departments and the nature of duties being performed by the employees a revised list of categories of posts in various departments that are eligible for sanction of risk allowance has been worked out and is appended duly deleting certain posts and adding certain new categories. The revised rates of risk allowance are also mentioned against each category.**

## ANNEXURE

Sl. No.	Existing		Recommended		Remarks
	Department & Category	Amount Rs.	Department & Category	Amount Rs.	
<b>ANIMAL HUSBANDRY DEPARTMENT</b>					
1.	Dy. Director (posted in the Hospital/ Dispensary/ Rural Livestock Units)	300/- p.m.	Dy. Director (Posted in Super Specialty Veterinary Hospital & Veterinary Poly Clinic, Veterinary Biological Research Institute and Frozen Semen collection centre)	350/- p.m.	
2.	Asst. Director (posted in the Hospital/ Dispensary/ Rural Livestock Units)	300/- p.m.	Asst. Director (Posted in the Super Specialty Veterinary Hospital, Veterinary Poly Clinic, Veterinary Hospital, Frozen Semen Bull Station, Centralized Semen Collection Center, Veterinary Biological Research Institute and Animal Disease Diagnostic Laboratory)	350/- p.m.	
3.	Veterinary Asst. Surgeon (posted in the Hospital/ Dispensary/ Rural Livestock Units)	250/- p.m.	Veterinary Asst. Surgeon (Posted in the Super Specialty Veterinary Hospital , Veterinary Poly Clinic, Veterinary Dispensary, Frozen Semen Bull Station, Centralized Semen Collection Center, Veterinary Biological Research Institute and Animal Disease Diagnostic Laboratory)	300/- p.m.	
4.	Veterinary Livestock Officers. (posted in the Hospital/ Dispensary/ Rural Livestock Units)	- -	Veterinary Livestock Officers (Posted in the Super Specialty Veterinary Hospital , Veterinary Poly Clinic, Veterinary Dispensary, Frozen Semen Bull Station, Centralized Semen Collection Center, Veterinary Biological Research Institute and Animal Disease Diagnostic Laboratory)	200/- p.m.	

Sl. No.	Existing		Recommended		Remarks
	Department & Category	Amount Rs.	Department & Category	Amount Rs.	
5.	Junior Veterinary Officer (posted in the Hospital/ Dispensary/ Rural Livestock Units)	125/- p.m.	Junior Veterinary Officer, (Posted in Rural Live Stock Units and Veterinary Biological Research Institute)	150/- p.m.	
6.	Radiographers working in all Veterinary Hospitals in the State	150/- p.m.	Radiographers working in all Veterinary Hospitals in the State.	175/- p.m.	
7.	Veterinary Assistants working in the Hospitals/ Dispensaries/ Rural Livestock Units.	100/- p.m.	Veterinary Assistants (Posted in Rural Live Stock Units, Super Specialty Veterinary Hospital, Veterinary Poly Clinic, Veterinary Hospital, Veterinary Dispensary, Veterinary Biological Research Institute, Frozen Semen Bull Station and Centralized Semen Collection Center)	125/- p.m.	
8.	Live Stock Assistant (working in the Hospitals/ Dispensaries/ Rural Live Stock Units)	100/- p.m.	Live Stock Assistant (Posted in Rural Live Stock Units, Veterinary Poly Clinic, Super Specialty Veterinary Hospital and Veterinary Biological Research Institute)	125/- p.m.	
9.	Attender	80/- p.m.	Lab Attender / Lab Assistant (Posted in the Super Specialty Veterinary Hospital, Veterinary Poly Clinic, Veterinary Hospital, Veterinary Dispensary, Rural Live Stock Units, Veterinary Biological Research Institute, Animal Disease, Diagnostic laboratory, Frozen Semen Bull Station and Centralised Semen Collection Centre)	100/- p.m.	



Sl. No.	Department & Category	Existing (2010)(Rs.)	Recommended amount (Rs.)	Remarks
<b>FIRE AND EMERGENCY SERVICES DEPARTMENT</b>				
1.	Station Fire Officer	125/- p.m.	150/- p.m.	
2.	Leading Fireman	80/- p.m.	100/- p.m.	
3.	Driver Operator	80/- p.m.	100/- p.m.	
4.	Fireman	80/- p.m.	100/- p.m.	
5.	Fireman-Carpenter	80/- p.m.	100/- p.m.	
6.	Fireman Orderly/ Fireman Sentry	80/- p.m.	100/- p.m.	
<b>FOREST DEPARTMENT</b>				
1.	Forest Range Officers	- -	200/- p.m.	
2.	Deputy Forest Range Officers	- -	175/- p.m.	
3.	Forest Section Officer	- -	150/- p.m.	
4.	Forest Beat Officer	- -	125/- p.m.	
5.	Assistant Beat Officer	- -	100/- p.m.	
6.	Animal Keeper Zoo	80/- p.m.	100/- p.m.	
<b>GROUND WATER DEPARTMENT</b>				
1.	Driller	250/- p.m.	300/-p.m.	This allowance will be applicable to those who actually work on Rigs, in Mines and Geology and other Engineering Departments
2.	Asst. Driller	150/- p.m.	175/-p.m.	
3.	Helper	100/- p.m.	125/-p.m.	
<b>Irrigation &amp; Command Area Development Department.</b>				
1.	Irrigation Conservancy Assistant	- -	150/- p.m.	
2.	Irrigation Lock Superintendent	- -	150/- p.m.	
<b>HEALTH &amp; FAMILY WELFARE DEPARTMENT (M.N.J. CANCER HOSPITAL AND RADIUM INSTITUTEHYDERABAD)HEALTH &amp; FAMILY WELFARE DEPARTMENT (M.N.J. CANCER HOSPITAL AND RADIUM INSTITUTEHYDERABAD)HEALTH &amp; FAMILY WELFARE DEPARTMENT (M.N.J. CANCER HOSPITAL AND RADIUM INSTITUTE</b>				
1.	Occupational Therapist	75/- p.m.	100/-p.m.	
2.	Theatre Assistant	75/- p.m.	100/- p.m.	
3.	Technical Assistant(T.B)	75/- p.m.	100/- p.m.	
4.	Scavenger	75/- p.m.	100/- p.m.	
5.	Lab Technician Gr.II	75/- p.m.	100/- p.m.	
6.	Lab Attendant	60/- p.m.	100/- p.m.	

Sl. No.	Department & Category	Existing (2010)(Rs.)	Recommended amount (Rs.)	Remarks
7.	Head Nurse/ P.H. Nurse	100/- p.m.	125/- p.m.	These allowances are allowed on par with the similar posts in Medical Education Dept., since these posts are included in the list of posts for which Risk allowance is admissible as furnished by the Director of Health.
8.	Staff Nurse	125/- p.m.	150/- p.m.	
9.	Radiographer	150/- p.m.	175/- p.m.	
10.	Dark Room Asst.	125/- p.m.	150/- p.m.	
11.	X-Ray Attendant	80/- p.m.	100/- p.m.	
12.	Ward Boy	75/- p.m.	100/- p.m.	This is in lieu of Risk allowance admissible to the Ward Attendant which is now recommended to be discontinued.
<b>MEDICAL EDUCATION DEPARTMENT</b>				
1.	Staff Nurse	125/- p.m.	150/-p.m.	
2.	Nursing Tutor Grade-I	100/- p.m.	125/-p.m.	
3.	Nursing Tutor Gr.II	- -	100/- p.m.	
4.	Lecturer in Psychiatry Nursing	- -	- -	Recommended to be discontinued as this post is not included by the D.M.E. in the list of posts for which risk allowance is admissible
5.	<u>Head Nurse</u> P.H. Nurse	100/- p.m.	125/-p.m.	
6.	Chief Radiographer	125/- p.m.	150/- p.m.	
7.	Radiographer	150/- p.m.	175/- p.m.	
8.	Dark Room Assistant	125/- p.m.	150/- p.m.	
9.	X-Ray /Dark Room Attendant/ X-Ray Attendant	80/- p.m.	100/- p.m.	
10.	Mould Technician	80/- p.m.	100/- p.m.	
11.	Physicist	150/- p.m.	175/- p.m.	
12.	Lecturer in Radiological Physics	150/- p.m.	175/- p.m.	
13.	Lecturer in Nuclear Medicine Techniques and Radiation Safety Officer	150/- p.m.	175/- p.m.	
14.	Lab Technician Gr.I	80/- p.m.	100/- p.m.	

Sl. No.	Department & Category	Existing (2010) (Rs.)	Recommended amount (Rs.)	Remarks
15.	Lab Technician Gr.II	75/- p.m.	100/- p.m.	
16.	Lab Attendant	60/- p.m.	100/- p.m.	
17.	Dental Hygienist	- -	150/- p.m.	
18.	Dental Technician	- -	150/- p.m.	
<b>INSURANCE MEDICAL SERVICES DEPARTMENT</b>				
1.	Chief Radiographer	125/- p.m.	150/-p.m.	
2.	Staff Nurse	125/- p.m.	150/- p.m.	
3.	X-Ray Technician	125/- p.m.	150/- p.m.	
4.	Dark Room Attendant/ X-Ray Attendant/ X- Ray Assistant	80/- p.m.	100/- p.m.	
5.	Radiographer	150/- p.m.	175/- p.m.	
6.	Dark Room Assistant	125/- p.m.	150/- p.m.	
7.	Lab Technician Gr.I	80/- p.m.	100/-p.m.	
8.	Lab Technician Gr.II	75/- p.m.	100/- p.m.	
9.	Lab Attendant	60/- p.m.	100/- p.m.	
<b>AYUSH DEPARTMENT</b>				
1.	X-Ray Attender	60/- p.m.	100/- p.m.	
2.	Dark Room Assistant	125/- p.m.	150/-p.m.	On par with Dark Room Asst. in Medical Education Dept.
3.	Radiographer	150/- p.m.	175/- p.m.	
4.	Lab Technician Grade-I	80/- p.m.	100/- p.m.	
5.	Lab Technician Grade-II	75/- p.m.	100/- p.m.	
6.	Lab Attendant	60/- p.m.	100/- p.m.	
7.	Staff Nurse	125/- p.m.	150/- p.m.	On par with Nurse in Medical Edn. Dept.
<b>INSTITUTE OF PREVENTIVE MEDICINE, PUBLIC HEALTH LABS AND FOOD (HEALTH) ADMINISTRATION DEPARTMENT</b>				
1.	Lab Technician Gr.I	80/- p.m.	100/-p.m.	
2.	Lab Technician Gr.II	75/- p.m.	100/-p.m.	
3.	Lab Attendant	60/- p.m.	100/-p.m.	
<b>Institute of Mental Health</b>				
1.	Head Nurse	- -	150/- p.m.	
2.	Staff Nurse	- -	150/- p.m.	
3.	Electrician	- -	125/- p.m.	

Sl. No.	Department & Category	Existing (2010) (Rs.)	Recommended amount (Rs.)	Remarks
4.	Water Plumber	- -	125/- p.m.	
5.	MNO/FNO	- -	125/- p.m.	
6.	Sweeper	- -	100/- p.m.	
<b>DRUG CONTROL ADMINISTRATION DEPARTMENT</b>				
1.	Lab Technician Gr.I	80/- p.m.	100/-p.m.	
2.	Lab Technician Gr.II	75/- p.m.	100/-p.m.	
3.	Lab Attendant	60/- p.m.	100/-p.m.	
<b>POLICE DEPARTMENT</b>				
1.	Sub-Inspector	225/- p.m.	250/-p.m.	
2.	Reserve Sub-Inspector	225/- p.m.	250/-p.m.	
3.	Asst. Sub-Inspector	150/- p.m.	175/-p.m.	
4.	Asst. Reserve Sub-Inspector	150/- p.m.	175/- p.m.	
5.	Head Constable	150/- p.m.	175/- p.m.	
6.	Police Constable	150/- p.m.	175/- p.m.	
7.	Head Constable (Driver)	150/- p.m.	175/- p.m.	
8.	Police Constable (Driver)	150/- p.m.	175/-p.m.	
9.	Asst. Assault Commando	225/- p.m.	250/-p.m.	
10.	Senior Commando	150/- p.m.	175/- p.m.	
<b>Prisons &amp; Correctional Services Dept.,</b>				
1.	Deputy Jailor	- -	200/- p.m.	
2.	Chief Head Warder	- -	175/- p.m.	
3.	Head Warder	- -	150/- p.m.	
4.	Warder	- -	125/- p.m.	
<b>Prohibition &amp; Excise Department</b>				
1.	Prohibition Excise Sub - Inspector	- -	250/- p.m.	
2.	Prohibition & Excise Head Constable	- -	175/- p.m.	
3.	Prohibition & Excise Constable	- -	175/- p.m.	
<b>PRINTING, STATIONARY AND STORES PURCHASE DEPARTMENT</b>				
1.	Plate Printer Grade-I	60/- p.m.	100/-p.m.	
2.	Plate Printer Gr.II	60/- p.m.	100/-p.m.	
3.	Offset Cameraman	60/- p.m.	100/-p.m.	

Sl. No.	Department & Category	Existing (2010) (Rs.)	Recommended amount (Rs.)	Remarks
<b>TEXT BOOK PRESS</b>				
1.	Etcher	60/- p.m.	100/-p.m.	
2.	Process Cameraman	60/- p.m.	100/-p.m.	
3.	Process Operator (BMS)	60/- p.m.	100/-p.m.	
4.	Asst. Cameraman	60/- p.m.	100/-p.m.	
5.	Process Cameraman (BMS)	60/- p.m.	100/-p.m.	
6.	Stereo Process Hydro Machine Operator	60/- p.m.	100/-p.m.	
7.	Helio Printer	60/- p.m.	100/-p.m.	
8.	Plate Printer	60/- p.m.	100/-p.m.	
9.	Camera Assistant (BMS)	60/- p.m.	100/-p.m.	
10.	Chief Cameraman	60/- p.m.	100/-p.m.	
<b>A.P.State Achieves&amp; Research Institute</b>				
1.	Archivist	- -	150/- p.m.	Allowance will be given only for the period to these categories actually work in the Record Room.
2.	Senior Research Assistant(Urdu & Persian)	- -	150/- p.m.	
3.	Assistant Archivist	- -	125/- p.m.	
4.	Jr. Research Asst. (Urdu & Persian)	- -	125/- p.m.	
5.	Record Assistant	- -	125/- p.m.	
6.	Menders	- -	100/- p.m.	
7.	Binders	- -	100/- p.m.	
8.	Attenders	- -	100/- p.m.	

**(b) Risk Allowance to the Employees working in Dam Galleries of Srisailam Project:**

**11.111. Government have sanctioned Risk Allowance to the workmen working in the Dam Galleries of the Srisailam and Nagarjuna Sagar Project at 6% of Basic Pay with a ceiling of Rs.500/- p.m vide G.O.Ms.No.114, dt.25.8.2012 of the Irrigation & Command Area (Services.V) Dept., The Commission enhances the ceiling to Rs.750/- p.m.**

**11. Conveyance Allowance to Certain categories:**

**11.112. Government have identified certain categories of posts the holders of which are required to maintain a conveyance of their own i.e. Motor car, / Motor Cycle / Bicycle and also allowed conveyance allowance at different rates. All such cases are detailed in Annexure III of Manual of Special Pay and allowances (compiled as on 31-08-1995). This is provided to enable them to discharge their official duties within their jurisdiction which requires moving from place to place for which they are not eligible for T.A. & D.A. as per T.A. Rules. The rates contained in Annexure III of the Manual of Special Pay**

Allowance were ordered to be increased on percentage basis as per the recommendations of PRC 1999, 2005 and 2010.

**11.113.** This Commission endorses the recommendation of PRC 2010 for the deletion of certain categories of posts from the list of posts eligible to the Conveyance Allowance as detailed in Annexure-III of Manual of Special Pays and Allowances. **The rates of conveyance allowance for the remaining categories are recommended to be increased as follows:**

- (i) **For maintaining a Motor Car / Motor Cycle: 20% increase over the existing rate rounded off to the nearest Ten Rupees subject to a maximum of Rs. 1050/- p.m.**
- (ii) **For maintaining Bicycle: Rs.300/- p.m. uniformly.**

**11.114.** In the case of requests for sanction of Conveyance Allowance afresh to the new categories, the commission recommends that the concerned administrative departments have to examine in consultation with Finance Department duly explaining the necessity of regular touring within the jurisdiction and the nature of conveyance to be maintained by them and then issue orders fixing the rate of conveyance allowance admissible on par with the officers of equivalent rank to whom such allowance is admissible.

## **12. Conveyance Allowance to blind, hearing impaired and Physically handicapped employees:**

**11.115.** So far Conveyance Allowance was allowed to only blind and physically handicapped employees, several associations have represented that this allowance should be extended to hearing impaired employees also. This Commission has accepted this request and recommended payment of this allowance to hearing impaired employees as well **the Commission also recommends for an increase in this allowance to 10% of basic pay subject to a maximum ceiling of Rs.2000/- per month.**

## **13. Conveyance charges to the staff of Protocol Department:**

**11.116.** The Department of Protocol requested for sanction of fixed conveyance allowance per month to the staff of the Department on the ground that there are no sufficient Government Vehicles or hired Vehicles to go to the Airport/ Railway Station to receive the VIPs, Guests and other dignities and also to see them off. They therefore represented that they are going to the Airports etc. by engaging private conveyances at their own cost.

**11.117.** Normally whenever any official work is entrusted to any staff member conveyance is being provided by the department i.e., either a Government Vehicle or a hired Vehicle. However, at times a situation may arise that due to shortage of vehicles, the staff may have to reach the destination by travelling in a private conveyance. In such cases it is reasonable that the conveyance charges actually spent by them are reimbursed. **The commission, therefore, recommends that the staff of Protocol Department who are deputed to attend to the VIPs, may be allowed the auto charges actually**

spent by them subject to the maximum of Rs.1000/-p.m. in cases where they are not provided with a Government Conveyance. (Government Vehicle or Hired Vehicle).

**14. Conveyance Charges to the staff of cultural affairs Department:**

**11.118.** The staff members of Cultural affairs Department requested to sanction Programme Transport Allowance on the ground that they have to stay in the office upto mid night when ever Cultural Programmes are conducted by the Department and that they have to incur huge expenditure to reach their residences on the ground that they are not provided with Government vehicles.

**11.119.** Normally beyond 9:30 p.m. there will be inadequate public Transport and therefore it will be very difficult for the Staff Member to reach their residences. **The Commission, therefore, recommends payment of Conveyance Charges not exceeding Rs.100/- to the staff members who are actually held up due to the Programme organized by the Department on any day, provided they are actually retained beyond 9-30 p.m. subject to the condition that the payment of these charges is certified by the superior officer.**

**15. E.S.I. Allowance:**

**11.120** This allowance is allowed to the staff in the I.M.S. Department as an incentive in the beginning to join this Department from Department of Medical & Health as they were originally recruited for Health Department and could even join the Teaching stream if they had continued with that Department. The Commission feels that there is no need to pay this allowance to the employees who are recruited by the Department exclusively to work in this Department or got absorbed in it. In view of that the Commission recommends to review the necessity to continue this allowance. Pending review and decision by Government, the Commission recommends to continue this allowance at the existing rates only.

**16. Ration Allowance:**

**11.121.** There were several representations from the new categories of employees to grant Ration allowance. The Commission of the view that it is reasonable to allow Ration Allowance to A.P.S.P. units from Constable up to Reserve Inspector and the accompanying cooks who are deployed outside their Head Quarters on duty. We are recommending a higher amount of Ration Allowance to this category since they have to be deployed away from the Head Quarters for prolonged and protracted periods and often shifting locations depending on the field requirements. This allowance will be admissible to A.P.S.P categories listed at Sl.No.7 of the table given below for the period when they are deployed outside the Head Quarters on duty.

**11.122.** A statement showing the existing rate of Ration Allowance and the revised rates recommended is given in the following Annexure appended.

## Ration Allowance

### ANNEXURE

Sl. No.	Department & Category	Existing Amount Rs.	Revised Amount Rs.
1	<b>HEALTH &amp; FAMILY WELFARE DEPARTMENT</b>		
	(i) A.N.M. MPHA (F)	170/-p.m.	300/- p.m.
	(ii) Health Visitor	170/-p.m.	300/- p.m.
	(iii) Public Health Nurse	225/-p.m.	400/- p.m.
2	<b>MEDICAL EDUCATION DEPARTMENT</b>		
	(i) Staff Nurse	225/-p.m.	400/- p.m.
	(ii) Nursing Supdt. Gr.I	225/-p.m.	400/- p.m.
	(iii) Nursing Supdt. Gr.II	225/-p.m.	400/- p.m.
	(iv) Head Nurse	225/-p.m.	400/- p.m.
3	<b>AYUSH DEPARTMENT (FORMERLY INDIAN MEDICINE &amp; HOMEOPATHY)</b>		
	(i) Head Nurse	Nil	400/- p.m.
	(ii) Staff Nurse	225/-p.m.	400/-p.m.
	(iii) Senior Sister	225/-p.m.	400/-p.m.
	(iv) A.N.Ms.	170/-p.m.	300/-p.m.
4	<b>INSURANCE MEDICAL SERVICES DEPARTMENT</b>		
	i) Staff Nurse	nil	400/- p.m.
	ii) Health Visitor	nil	400/- p.m.
	iii) Head Nurse	nil	400/- p.m.
	iv) Nursing Suptd Gr.I/Gr.II	nil	400/- p.m.
	v) A.N.Ms.	170/-p.m.	300/-p.m.
5.	<b>GREY HOUNDS WING OF POLICE DEPARTMENT</b>		
	(i) Group Commander	450/- p.m.	600/-p.m.
	(ii) Squadron Commander	450/- p.m.	600/-p.m.
	(iii) Assault Commander/ Deputy Supdt. of Police (Communications)	450/- p.m.	600/-p.m.
	(iv) Deputy Assault Commanders/ Inspector (Communications)	450/- p.m.	600/-p.m.
	(v) Asst. Assault Commander/ Sub-Inspector & Asst. Sub-Inspector (Communications)	450/- p.m.	600/-p.m.
	(vi) Sr. Commandos/ Head Constable (Communications)/ Head Constable (Dog Squad)	450/- p.m.	600/-p.m.
	(vii) Jr. Commandos/ Police Constable Communications/ FE Dog Boys/ Police Constable (Dog Squad)	450/- p.m.	600/-p.m.
6.	<b>SPECIAL INTELLIGENCE BRANCH PERSONNEL OF POLICE DEPARTMENT</b>	450/- p.m.	600/- p.m.



Sl. No.	Department & Category	Existing Amount Rs.	Revised Amount Rs.
7.	<b>Andhra Pradesh Special Police</b>		
	1. Reserve Inspector	Nil	900/- p.m.
	2. Reserve Sub-Inspector	Nil	900/- p.m.
	3. Asst. Reserve Sub-Inspector	Nil	900/- p.m.
	4. Head Constable	Nil	900/- p.m.
	5. Constable	Nil	900/- p.m.
	6. Cooks (LGS)	Nil	900/- p.m.

## 17. Night Duty Allowance:

**11.123.** This allowance is sanctioned for certain categories of employees in Medical and Printing Departments who are required to work in the night to meet the cost of bread, tea / coffee etc. The existing rate is Rs.25/- per night as per the orders issued in G.O.Ms.No.119, Fin. (TA) Dept., dt.07-04-2010 based on the recommendations of P.R.C. 2010. Some of the Associations belong to Prisons guarding Department request for Night Duty Allowance.

**11.124.** It is recommended to increase the rate of Night Duty Allowance to Rs.40/- per night.

**11.125.** A revised and comprehensive list of posts for which this allowance is admissible is appended. The claim for this allowance shall be supported by a certificate of the Drawing officer to the effect that the individual actually attended to the night duties on the dates for which the claim is made.

### Night Duty Allowance APPENDIX

Sl. No.	Category of the post
1.	<b>HEALTH &amp; FAMILY WELFARE DEPARTMENT</b>
	(i) A.N.Ms/ Maternity Assistants (M.P.H.S.(F))
	(ii) Staff Nurse/ M.P.H.A.(F)/ P.H. Nurse
	(iii) Head Nurse
	(iv) Pharmacist Grade II
	(v) Radiographer / Dark Room Assistant
2.	<b>MEDICAL EDUCATION DEPARTMENT</b>
	(i) Nursing Superintendent Gr.I/ Gr.II
	(ii) M.P.H.As (F)/ A.N.Ms.
	(iii) P.H. Nurse
	(iv) Staff Nurse
	(v) Head Nurse
	(vi) Chief Radiographer
	(vii) Pharmacist Grade II
	(viii) Radiographer/Dark Room Assistant
	(ix) X-Ray Attendant/Dark Room Assistant

Sl. No.	Category of the post
	<i>(x) Radiographer</i>
	<i>(xi) Lab Attendant</i>
	<i>(xii) Lab Technician Grade I/Grade II</i>
<b>3.</b>	<b>INSURANCE MEDICAL SERVICES DEPARTMENT</b>
	(i) Staff Nurse
	(ii) Head Nurse
	(iii) Pharmacist Grade II
	(iv) Radiographer/Dark Room Assistant
	<i>(v) Lab Attendants</i>
	<i>(vi) Lab Technician Gr.I &amp; Gr.II</i>
<b>4.</b>	<b>AYUSH DEPARTMENT</b>
	i) Head Nurse
	ii) Staff Nurse
	iii) A.N.M
	iv) Nursing Orderly (FNO/MNO)
	v) Pharmacist/Compounder
	(vi) Radiographer/Dark Room Assistant
<b>5.</b>	<b>PRINTING, STATIONERY &amp; STORES PURCHASE DEPARTMENT</b>
	i) Plate Printer Grade I
	ii) Plate Printer Grade II
	iii) Offset Cameraman
<b>6.</b>	<b>TEXT BOOK PRESS</b>
	i) Etcher
	ii) Process Cameraman
	iii) Process Operator (BMS)
	iv) Assistant Cameraman
	v) Process Cameraman (BMS)
	vi) Sterio Process Hydro Machine Operator
	vii) Helio Printer
	viii) Plate printer
	ix) Camera Assistant (BMS)
	x) Chief Cameraman
<b>7.</b>	<b>MUNICIPAL CORPN., VISAKHAPATNAM</b>
	(i) Watchman/ Electrical Inspector/ pump House Driver

## **18. Emergency Health Care Allowance:**

### **(a) Doctors belonging to Medical & Health Services:**

**11.126.** The State, Government, in G.O.Ms.No.387, HM&FW (A-2) Department, dated:27/10/2008 issued orders sanctioning Emergency Health Care Allowance at Rs.3000/- p.m. to all the non-teaching Doctors belonging to A.P. M&H Services in the State. The Government doctors Association requested

to substantially enhance this allowance in the proposed revision of scales. The Commission, agrees to the request of the Association and **accordingly recommend to continue the payment of this allowance at an increased rate of Rs.4000/- p.m. in the revised scales.**

**(b) Doctors belonging to Ayush Department:**

**11.127.** The Commission, endorses in views of PRC 2010 that the Doctors belonging to this department are not under as much pressure as in the case of Allopathy Doctors. However, in view of the patient Care being attended to by them, **the Commission recommends payment of Emergency Health Care Allowance to the Teaching & Non-Teaching Doctors belonging to Ayush Department @ Rs.1500/- p.m.**

**(c) Doctors belonging to Insurance Medical Services Department:**

**11.128.** Government vide G.O.Ms.No.107, L.E.T. & F(IMS) Dept., dt:24/11/2009, extended the Emergency Health Care Allowance @ Rs.3000/- p.m. on par with Non-Teaching Doctors belonging to Medical & Health Services. The Government Doctors Association requested for enhancement of this allowance in the proposed revision of scales. **The Commission, accordingly recommends to continue the payment of this allowance at the increased rate of Rs.4000/- p.m. in the revised scales also.**

**(d) Veterinary Doctors belonging to the Animal Husbandry Dept.:**

**11.129.** The Commission endorses the views of PRC 2010 that the demands on the Veterinary Doctors while treating the animals are not as exacting and pressing as those relating to human beings. However, in view of the Veterinary Care attended to by them the **Commission recommends payment of Emergency Health Care Allowance to the Non-Teaching Veterinary Doctors belonging to Animal Husbandry Department @ Rs.1500/- p.m.**

**19. P.G. Degree and P.G. Diploma Allowance:**

**(a) Doctors belonging to Medical & Health Services:**

**11.130.** The State, Government, in G.O.Ms.No.387, HM&FW (A-2) Department, dated:27/10/2008 issued orders sanctioning the P.G. Degree Allowance and P.G. Diploma Allowance @ Rs.1500/- p.m. and Rs.1000/- p.m. respectively to all the non teaching doctors belonging to Medical & Health Services in the State. The Government doctors Association requested to enhance these allowances in the proposed revision of scales. The Commission agrees to the request of the Association and **accordingly recommended to continue the payment of the P.G.Degree Allowance and P.G.Diploma @ Rs2000/- P.M and Rs.1500/- in the revised scales respectively.**

**(b) Doctors belonging to Ayush Department:**

**11.131.** The Doctors belonging to Ayush Department requested to extend to them the P.G. Degree Allowance as is allowed to their counter parts belonging to the Medical & Health service. The Commission, after considering all factors, is convinced that the Doctors both teaching & non teaching belonging to this department be made eligible for the payment of P.G. Degree Allowance. **The Commission, therefore, recommends the payment of P.G. Degree Allowance to all the Doctors, both teaching & non teaching, belonging to Ayush Department @ Rs.1000/- p.m.**

**(c) Doctors belonging to I.M.S. Department:**

**11.132.** Government vide G.O.Ms.No.107, L.E.T. &F(IMS) Dept., dt:24/11/2009, extended the P.G. Degree Allowance @ Rs.1500/- p.m. & P.G. Diploma Allowance @ Rs.1000/- p.m. on par with Non-Teaching Doctors belonging to Medical & Health Services. The Government Doctors Association requested to continue these allowance in the proposed revision of scales. **The Commission, agrees to the request of the Association accordingly enhances the rates to Rs.2000/- p.m. for P.G. Degree and Rs.1500/- p.m. for P.G. Diploma in the revised scales.**

**(d) Veterinary Doctors belonging to Animal Husbandry Department:**

**11.133.** The doctors belonging to the Animal Husbandry Department also requested for the payment of P.G. Degree & P.G. Diploma allowance on par with the doctors in Medical and Health Department. **The commission recommends to extend the P.G. Degree allowance at Rs.1000/- p.m. and P.G. Diploma allowance at Rs.750/- p.m. to the Veterinary Doctors belonging to Animal Husbandry Department.**

**20. Non Private Practice Allowance:**

**(a) Doctors belonging to Medical & Health Department (Allopathic):**

**11.134** Annexure XIV of the Manual of Special Pays and Allowances contains the list of Medical Officers who shall not engage themselves in private practice. Subsequently it was reviewed and revised orders were issued by Government in G.O.Ms.No.119, H.M. & F.W. Department, dt.13-04-2006 specifying the doctors who are prohibited from doing Private Practice. Hence, the holders of the posts specified in Annexure to the G.O.Ms.No.119, dated: 13/4/2006 are eligible for the payment of N.P.P.A.

**11.135.** As per the orders issued in G.O.Ms.No.318, HM & FW (A2) Department, dated 14-08-2001 the following are the rates of N.P.P.A. to the doctors in Medical & Health Department who were appointed prior to 27-07-1987.

<b>Category</b>	<b>Amount</b>
Civil Surgeons	Rs.750/- p.m.
Dy. Civil Surgeon	Rs.600/- p.m.
Civil Asst. Surgeon	Rs.500/- p.m.

**11.136** The Allopathic Doctors belonging to Medical and Health Services requested to enhance the amount of N.P.P.A. substantially.

**11.137** It is noticed that Government issued orders in G.O.Ms.No.387, H.M.&F.W.(A2) Department, dated:27/10/2008 sanctioning Emergency Health Care Allowance at Rs.3000 p.m. to the Non-Teaching Doctors belonging to A.P. Medical & Health Services in the State.

**11.138.** The Commission endorses the views of PRC 2010 that consequent on sanctioning of Emergency Health Care Allowance to **all the Non-Teaching Doctors**, that there was no need to pay the Non Private Practice Allowance to those Non-Teaching Doctors who were prohibited from undertaking private practice as detailed in the annexure to G.O.Ms.No.119, H.M.&F.W.(A2) Department, dated:13/4/2006. However, if for any of the categories of Doctors to whom the Emergency Health Care Allowance is not admissible and if they are prohibited to do Private Practice as per G.O.Ms.No.119, H.M.&F.W.(A2) Department, dated:13/4/2006 there is need to enhance the rate of N.P.P.A. **The Commission recommends the enhancement of rates of N.P.P.A. in the revised scales as indicated below:**

<b>Sl.No.</b>	<b>Category</b>	<b>Existing (Rs.)</b>	<b>Recommended (Rs.)</b>
<b>1.</b>	<b>Doctors in the category of Civil Assistant Surgeons</b>	<b>800/- p.m.</b>	<b>1000/- p.m.</b>
<b>2.</b>	<b>Doctors in the category of Deputy Civil Surgeons</b>	<b>1000/- p.m.</b>	<b>1200/- p.m.</b>
<b>3.</b>	<b>Doctors in the category of Civil Surgeons and above</b>	<b>1200/- p.m.</b>	<b>1500/- p.m.</b>

**11.139.** It is once again re-iterated that the N.P.P.A. at the above rates is to be allowed only to such of the Doctors who are not eligible for Emergency Health Care Allowance as sanctioned in G.O.Ms.No.378, H.M.&F.W.(A2) Department, dated:27/10/2008 and who were prevented from undertaking private practice as specified in Annexure to G.O.Ms.No.119, H.M.&F.W.(A2) Department, dated:13/4/2006.

**11.140.** Since Medical Colleges Doctors are covered by UGC pay scales all the Medical Professionals who are in receipt of UGC pay scales would no longer be eligible for N.P.P.A.

**(b) Doctors belonging to Ayush Department:**

**11.141.** In G.O.Ms.No.254, M.&H. Department, dated:29/4/1983, G.O.Ms.No.256, H.M&H Department, dated:29/4/1983 and in G.O.Ms.No.450, H.M&H Department, dated:28/9/1987 orders were issued imposing a total ban on Private Practice by the Government Doctors in the Andhra Pradesh Indian Medicine and Homeopathy Services. Consequently, in G.O.Ms.No.454, HM&FW(I-2) Department, dt:1/10/1987, orders were issued by the Government for the payment N.P.P.A. to all the categories of the Doctors in the A.P. Indian Medicine Service and A.P. Homeopathy Service at the rates indicated below:

- |   |    |                |
|---|----|----------------|
| (1) Additional Directors (Ayurveda, Unani and Homeopathy) Principals (Ayurveda, Unani & Homeopathy) and Professors (PG. Units, Ayurveda and Unani).   | -- | Rs.1020/- p.m. |
| (2) Deputy Directors (Ayurveda, Unani and Homeopathy) Regional Deputy Directors (Ayurveda, Unani and Homeopathy), Research Officers (Ayurveda, Unani and Homeopathy), Superintendents of the Hopitals (Ayurveda, Unani and Homeopathy), Chief Superintendent, Indian Medicine Pharmacy (Ayurveda, Unani) Herbarium, Superintendent, Inspector, Board of Indian Medicine, Resident Medical Officers (Ayurveda, Unani), chief Medical Officers/ Professors (Ayurveda, Unani and Homeopathy) and Readers (PG. Unit-, Ayurveda, Unani). | -- | Rs.880/- p.m.  |
| (3) Senior Medical Officers/ Assistant Professors (Ayurveda, Unani and Homeopathy), Ayurveda Assistant, Unani Assistant, Museum Assistant / Lecturers, P.G. Unit (Ayurveda and Unani), Assistant Research Officer (Homeopathy) and Medical Officer for Pharmacy and Herbal Garden.  | -- | Rs.750/- p.m.  |
| (4) Medical Officers / Lecturers (Ayurveda, Unani and Homeopathy), Technical Assistants (P.G.Unit- Ayurveda, Unani), Medical Officer, Drugs Inspector (Ayurveda, (Ayurveda, Unani and Homeopathy).  | -- | Rs.630/- p.m.  |

**11.142.** However, in G.O.Ms.No.25, HM&FW (I-2) Department, dated:16/1/1988 the orders issued in G.O.Ms.No.454, dated:1/10/1987 were kept in abeyance from 1-1-1998. Therefore, the Ayurvedic Doctors are now requesting to sanction N.P.P.A. on par with Allopathic Doctors.

**11.143.** Information is not made available to this Commission, on whether the orders issued in G.O.Ms.No.25, dated:16/1/1988 were subsequently cancelled or not. Since the Ayurvedic Doctors are not now drawing N.P.P.A. it is evident that the orders of abeyance are not cancelled but are still in force.

**11.144.** This Commission recommended elsewhere in this report, for the payment of Emergency Health Care Allowance to the Doctors belonging to Ayush Department separately. In view of that **the Commission recommends that there is no need to pay any N.P.P.A. separately in addition to Emergency Health Care Allowance to the doctors belonging to Ayush department.**

**(c)Doctors belonging to Insurance Medical Services Department:**

**11.145.** As per G.O.Ms.No.251, L.E&T.E. Department, dated:1/10/1987, N.P.P.A. is admissible to the Doctors belonging to I.M.S. Department.

**11.146.** In G.O.Ms.No.119, H.M. & F.W. Dept., dt:13/4/2006 orders were issue permitting all the Doctors, except those specified in the annexure to the G.O., belonging to Medical & Health Services to engage themselves in private practice. In G.O.Ms.No.2135, L.E.T. & F (IMS) Dept., dt:20/9/2007 orders were issued permitting all the Doctors, except those who are working in administrative posts, belonging to Insurance Medical Services to engage themselves in private practice. Therefore, N.P.P.A. is admissible at present at the above rates to the Doctors belonging to this Department who are working in administrative posts. However, if any category is eligible to draw Emergency Health Care Allowance that category should not draw NPPA. **Those who are not eligible to draw Emergency Health Care Allowance, they may draw NPPA at the following rates:**

Sl. No.	Category	Amount
1.	Director	@ Rs.1500/ p.m.
2.	Special Grade Civil Surgeon	@ Rs.1500/-p.m.
3.	Deputy Directors/ Civil Surgeon Specialists including Civil Surgeon (R.M.Os)	@Rs.1500/- p.m.
4.	Deputy Civil Surgeon (including Junior Specialists and Dentals)	@Rs.1200/- p.m.
5.	Civil Asst. Surgeons / Dental Asst. Surgeon	@Rs.1000/- p.m.

**(d) Veterinary Doctors belonging to Animal Husbandry Department:**

**11.147.** At present the Veterinary Doctors are not eligible for the payment of N.P.P.A. since there are no orders preventing them from doing Private Practice. As long as a ban is not imposed on undertaking Private Practice the question of payment of N.P.P.A. to Veterinary Doctors does not arise.

**21. Academic Allowance:**

**(a) Doctors belonging to Medical & Health Services:**

**11.148.** Orders were issued in G.O.Ms.No. 411, HM & FW (A2) Dept., dt: 5-11-2001 sanctioning academic allowance to the Doctors belonging to Medical & Health Services at the rates shown below against their respective categories.

- |  |       |               |
|--|-------|---------------|
| 1) CAS/Asst.Prof./ Dental Asst.Surgeon     | ..... | Rs.300/-p.m.  |
| 2) Dy. CS/Asso.Prof./Dental Dy.Surgeon     | ..... | Rs.400/- p.m. |
| 3) CS/Prof./CS (Dental)/Prof. (Dental)     | ..... | Rs.500/- p.m. |
| 4) Spl.Gr.CS/SG Prof./SG Prof. (Dental)    | ..... | Rs.600/-p.m.  |
| 5) Regl.Dir./Addl.Dir./Prl. Dental college | ..... | Rs.700/-p.m.  |
| 6) Director of Health/D.M.E.               | ..... | Rs.800/-p.m.  |

**11.149.** The purpose for which this allowance was sanctioned was not indicated in the above G.O. However, in their representation the A.P. Govt. Doctors Association stated that it was sanctioned for updating the growing knowledge in Medical field and to keep them abreast of the latest developments.

**11.150.** The Commission endorses the views of PRC 2010 that the Doctors working in Teaching Colleges were already allowed U.G.C. Scales of pay in the year 2006. Hence, the commission recommends discontinuance of this allowance to those who are governed by UGC Scales of pay. The Non-teaching Doctors are expected to improve their knowledge in the Medical field so that they can treat the patients more efficiently. **This Commission accordingly recommends payment of this allowance at the existing rates to the Non-teaching Doctors.**

**(b) Doctors belonging to Ayush Department:**

**11.151.** The A.P. Ayurvedic Medical Officers Association requested to extend this allowance to the Medical Officers belonging to their Department.

**11.152.** The Commission endorses the views of PRC 2010 that the total package of emoluments to the Ayush Doctors had been increased substantially. **There was, therefore, no need to consider additional allowances of this nature.**



**(c) Doctors belonging to I.M.S. Department:**

**11.153.** The A.P. Govt. Doctors Association requested to extend this allowance to the Doctors belonging to Insurance Medical Services Department.

**11.154.** The Doctors of this Department were eligible for E.S.I. Allowance exclusively. Further Government has now extended Emergency Health Care Allowance @ Rs.4000/- p.m. and P.G. Degree Allowance at Rs.2000/- p.m. and P.G. Diploma Allowance at Rs.1500/- p.m. to these Doctors also. Hence, the Commission endorses the views of PRC 2010 that there was no need to extend the Academic Allowance to the Doctors in I.M.S. Department.

**(d) Veterinary Doctors belonging to Animal Husbandry Dept.:**

**11.155.** The Veterinary Doctors of Animal Husbandry Department requested to extend the academic allowance to them also.

**11.156.** The commission endorses the views of PRC 2010 that the total package of emoluments to the Veterinary Doctors had been increased substantially. **There was, therefore, no need to consider additional allowances of this nature.**

**22. Tribal Allowance:**

**(a) Doctors belonging to Medical & Health Services:**

**11.157.** Doctors working in Tribal areas have earlier represented for the sanction of an allowance to meet the extra costs associated with living in those areas. A task force committee constituted by the Government examined the matter. Based on its report, orders were issued in G.O.Ms.No. 411, HM & FW (A2) Dept., dt: 5-11-2001 increasing the rate of Tribal allowance from Rs.1500/- p.m. to Rs.2000/- p.m. to the male Doctors working in Tribal areas including Doctors working on Contract basis. Lady Doctors working in Tribal Areas are allowed an additional amount of Rs.500/- p.m. (i.e., Rs.2500/- p.m.). PRC 2010 increased this allowance to Rs.2500/-p.m.for male doctors and Rs.3000/- p.m.for female doctors respectively.

**11.158.** The A.P. Government Doctors Association requested to enhance this amount to Rs.7500/- p.m. to the Doctors working in tribal areas and to Rs.10,000/- p.m. to the Doctors working in remote tribal areas.

**11.159.** In view of the escalation of the cost of living since then, **the Commission, recommends a further increase in the Allowance to Rs.3000/- p.m. to the Male Doctors and to Rs.3500/- p.m. to the Lady Doctors working in the tribal areas.**

**11.160.** **The Commission also recommends that the Rural Allowance sanctioned in G.O.Ms.No. 411, HM & FW (A2) Dept., dt: 5-11-2001 is not admissible to such of the Doctors to whom this Tribal Allowance is**

admissible. It is further recommended that the Special Compensatory Allowance (ranging from Rs.300/-p.m. to Rs.825/-p.m. in PRC 2005 scales) admissible to the employees working in Agency areas/ Hill Stations as per the orders issued in G.O.Ms.No.6, Finance (TA) Dept., dt:12/1/2007, (the rates of which are recommended to be increased by this Commission elsewhere in the report) should also be not admissible to the Doctors to whom this Tribal allowance is admissible as it would amount to compensating them twice/ thrice respectively.

**(b) Doctors belonging to Ayush Department:**

**11.161.** The A.P. Ayurvedic Medical Officers Association requested to extend this allowance to its members working in tribal areas. The Commission endorses the views of PRC 2010 that as the doctors belonging to Ayush Department are eligible for the payment of special compensatory allowance in tribal areas, **this tribal allowance need not be extended to them.**

**23. Rural Allowance:**

**(a) Doctors belonging to Medical & Health Services:**

**11.162.** The A.P. Government Doctors Association requested enhancement of this allowance sanctioned in G.O.Ms,No.411, dt:5-11-2001, considerably on the ground that it will encourage the Doctors to work in rural areas.

**11.163.** In view of the escalation of the prices the Commission recommends to increase the rate of this allowance to Rs.2000/- p.m. uniformly to the male Doctors and at Rs.2500/- p.m. to the Lady Doctors working in PHCs and CHCs located in non tribal rural areas. The Commission again reiterates that if the P.H.Cs / C.H.Cs are located in Tribal Areas only the Tribal Allowance is admissible but not this Rural Allowance and Special Compensatory Allowance separately.

**(b) Doctors belonging to I.M.S. Department:**

**11.164.** The A.P. Government Doctors Association requested to extend Rural Allowance to the Doctors belonging to Insurance Medical Services Department also. It is ascertained from the Department that there are about 36 Dispensaries located at rural areas in the State.

**11.165.** The Commission endorses the views of PRC 2010 that the doctors of IMS Department are governed by a separate set of allowances and **there is no need to provide any additional incentives by way of rural allowance.**

**24. Special Allowance to Grey Hounds, Special Intelligence Branch Personnel and Counter Intelligence Cell of Police Department:**

**11.166.** In G.O.Ms.No.195, Fin. Plg. (FW-TA) Department, dt.24-11-99 orders were issued sanctioning Special Allowance to the following categories of posts belonging to Grey Hounds Unit of Police Department and it was ordered to be continued at the same rates in RPS 2005 in G.O.Ms.No.510, Fin (TA) Department, dt.:28-12-2005.

<b>Sl. No.</b>	<b>Category of Post</b>	<b>Rate of Special Allowance</b>
1.	Group Commander	50% of Pay + DA per month
2.	Squadron Commander	
3.	Assault Commander/ Deputy Superintendent of Police (Communications)	50% of Pay + DA and 10% of pay per month
4.	Deputy Assault Commander/Inspector (communications)	
5.	Asst. Assault Commander / Sub-Inspector & Asst. Sub-Inspector (Communications)	
6.	Sr. Commandos / Head Constable Communications) / Head Constable (Dog Squad)	50% of Pay + DA and 10% of pay per month
7.	Jr. Commandos /Police Constable (Communications)/ FE Dog Boys/ Police Constable (Dog Squad)	

**11.167.** The Commission recommends to continue the Special Allowance to the Grey Hounds Staff referred to above in the proposed revised scales.

**11.168.** The Commission also recommends to allow Special Allowance to the Medical officer& his staff, to the Last Grade Staff and also to the Cooks & Assistant Cooks who actually accompany the Assault teams, at 15% of Basic Pay + D.A. thereon.

**11.169.** In G.O.Ms.No.290, Home (Courts-C) Department, dt.08-09-2000 orders were issued extending the Special Allowance as admissible to the Staff of Grey Hounds to the Special Intelligence Branch Personnel of the Intelligence Department at the same rates. In G.O.Ms.No.511, Fin. (TA) Department, dt.28-12-2005, it was ordered to continue the Special Allowance at the same rates in RPS 2005 also. **The Commission, recommends to continue the Special Allowance to Special Intelligence Branch Personnel, at the same rates in the proposed revised scales also.**

**11.170.** In G.O.Ms.No.53, Home (Pol. Bud) Department, dt.26-03-2007, orders were issued sanctioning Special Allowance at 50% of basic pay to the following categories of posts of Counter Intelligence Cell of Intelligence Department w.e.f.1-4-2007.

1. I.G. of Police
2. D.I.G. of Police
3. Superintendent of Police
4. Additional Superintendent of Police
5. Deputy Superintendent of Police
6. Inspector of Police
7. Sub-Inspector of Police
8. Head Constables
9. Police Constables / (Drivers)

**11.171. The Commission recommends to continue the same in the proposed revised scales.**

**11.172.** In G.O.Ms.No.50, Law (LA & J – Home Courts–D) Department, dt.23-04-2009 orders were issued sanctioning Special Allowance @Rs.100/- p.m. to the Staff working in Record Room / Property Room of Subordinate Courts. **The Commission recommends to continue the allowance at the increased rate of Rs.150/- p.m. in the proposed revised scales also.**

**25. Anti Naxalite Squad Allowance:  
(Special Task Force, Anti Naxalite Squad  
[Both Civil Armed Reserve and APSP] of Police Department)**

**11.173.** This Allowance is sanctioned to the Police Personnel working in the Special Task Force, Anti-Naxalite Squad (both Civil Armed Reserve & APSP) as shown below.

Sl. No.	Department & Category	Existing Amount (as per G.O.Ms.No. 264 Fin.(TA) Dept., dt.15-10- 2005)	Revised amount	Remarks
i.	Inspectors	15% of Basic Pay	15% of Basic Pay	
ii.	Sub-Inspectors			
iii.	Head Constable			
iv.	Police Constable			
v.	Armed Reserve Sub Inspector	15% of Basic Pay [for the actual period they are deployed for combing operations in Naxalite affected areas]	15% of Basic Pay [for the actual period they are deployed for combing operations in Naxalite affected areas]	
vi.	Cook			

**This Commission recommends to continue 15% of basic pay as Anti Naxalite Squad Allowance for the above categories.**

## 26. Double Lock Key Allowance in Treasuries & Accounts Department:

11.174. This allowance is sanctioned to the employees working against the following categories of posts in T&A Department for holding the Double Lock Key of the strong rooms in Treasuries. These rates of this allowance are recommended to be increased as shown below:

Sl. No.	Department & Category	Existing Amount (as per G.O.Ms.No.118, Finance (TA) Department, dated. 07.04.2010) (Rs.)	Recommended & Revised Amount (Rs.)
(I)	<b>In Sub-Treasuries</b>		
i.	Sub-Treasury Officer	275/- p.m.	325/-p.m.
ii.	Accountant (Double lock Officer in Sub Treasuries)	200/- p.m.	250/-p.m.
(II)	<b>In Treasury in Revenue Division</b>		
i.	Assistant Treasury Officer	300/-p.m.	350/-p.m.
ii.	Sub Treasury Officer	275/- p.m.	325/-p.m.

## 27. Computer Allowance:

11.175. The Commission endorses the views of PRC 2010 to discontinue payment of computer allowance to the staff working in Treasuries and Accounts department and any other Departments if it is being paid. The Commission further recommends that computer allowance should not be sanctioned to any of the categories of the employees working in Government Departments.

## 28. Clerical Allowance

11.176. This allowance is sanctioned to Pharmacists in Medical Education Department as they are required to attend to clerical duties in addition to their normal technical duties. The current rate is Rs.100/- p.m. as per G.O.Ms.No.119, Fin (TA) Dept., dt.07.04.2010. There is a request to increase the rate. **The Commission recommends the enhancement of this allowance from Rs.100/- a month to Rs.150/- a month.**

## 29. N.G.G.Os Clinic Allowance:

11.177. Currently, Civil Assistant Surgeons/Deputy Civil Surgeons and Staff Nurse are sanctioned this Allowance for attending to work at NGGO clinic. The existing rates of this Allowance are as per G.O.Ms.No.119, Fin (TA) Dept., dt.07-04-2010. They may be enhanced as noted against each.

### Existing Recommended

1. Civil Assistant Surgeon/ Deputy Civil Surgeon	Rs.150/- p.m.	<b>Rs.200/-p.m.</b>
2. Staff Nurse	Rs.100/- p.m.	<b>Rs. 150/-p.m.</b>

**11.178.** The Commission further recommends to review the functioning of the N.G.G.Os Clinics in the Hospitals under the control of Medical and Health Departments and also under the control of Andhra Pradesh Vidya Vidhana Parishad to see that these clinics attend to the cases of all Government employees in service (including Gazetted employees) and also the retired Government employees.

**30. Leprosy Allowance:**

**11.179.** This allowance is sanctioned to the following categories of posts under the Department of Health. The existing rates are as per G.O.Ms.No.113, Fin(TA) Dept., dt.07-04-2010. The Commission recommends to increase this allowance at the rates noted against each category.

Sl. No.	Category	Existing Rate	Recommended Rate
1	Medical Officer (Leprosy Eradication Programme)	Rs.650/- p.m.	Rs.700/-p.m.
2	Physiotherapist	Rs.300/- p.m.	Rs.350/- p.m.
3	Non Medical Supervisor	Rs.250/- p.m.	Rs.300/-p.m.
4	Deputy Health Education Officer/ Deputy Paramedical Officer	Rs.250/- p.m.	Rs.300/-p.m.
5	Non Medical Assistant	Rs.125/- p.m.	Rs.150/-p.m.
6	Health Educator	Rs.125/- p.m.	Rs.150/-p.m.
7	Dresser/Sweeper/Nursing Orderly (ward boy)	Rs.100/- p.m.	Rs.125/-p.m.
8	Para Medical Officers	Rs.250/- p.m.	Rs.300/-p.m.
9	Health Education Officer (Leprosy)	Rs.250/- p.m.	Rs.300/-p.m.

**31. Slaughter House Allowance:**

**11.180.** This allowance is given to Veterinary Assistant Surgeons for attending to antemortem/postmortem duties at Slaughter Houses. The existing rates are as follows:

1. For those working in Municipal areas ... Rs.500/- p.m.
2. For those working in Gram Panchayat areas ... Rs.300/- p.m.

(vide G.O.Ms.No.112, Fin.(TA) Dept., Dt. 07-04-2010)

**11.181.** The Commission recommends enhancement of this allowance as noted below.

1. For those working in Municipal areas ... Rs.625/- p.m.
2. For those working in Gram Panchayat areas ... Rs.425/- p.m.

### 32. Supervisory Allowance:

**11.182.** This allowance is given to the following categories of employees in Local Bodies, Municipalities and Municipal Corporations, Hyderabad, Vishakapatnam and Vijayawada who perform the duties of supervising sanitary work.

Sl. No.	Institution	Category
1.	Local bodies	Daroga
2.	a) Local bodies b) Municipalities c)Municipal Corporations Visakhapatnam & Vijayawada	Sanitary Maistry
3.	Municipal Corporation Hyderabad	Sanitary Jawan

**11.183.** The commission recommends the enhancement of this allowance from Rs.100/-p.m. to Rs.150/-p.m.

### 33. Sub-Jail Allowance:

**11.184.** This allowance is given to Civil Assistant Surgeons who perform duties of attending to sub-jail. The existing rate is Rs.200/- p.m. as per G.O.Ms.No.115, Fin (TA) Dept., dt.07-04-2010. **This allowance is recommended to be increased from Rs.200/- p.m. to Rs.300/- p.m.**

### 34. Office Allowance and Maintenance Allowance:

**11.185.** These allowances are sanctioned to Assistant Public Prosecutor Grade-I and Grade-II and Legal officers of Anti-Corruption Bureau.

**11.186.** The following rates are as per the orders issued in G.O.Ms.No.116, Fin (TA) Dept., dt.07-04-2010.

Sl. No.	Category	Office Allowance	Maintenance Allowance
1	Public Prosecutor / Joint Director	Rs.350/-p.m.	Rs.300/-p.m.
2	Additional Public Prosecutor Gr.I	Rs.300/-p.m.	Rs.300/-p.m.
3	Additional Public Prosecutor Gr.II	Rs.250/-p.m.	Rs.300/-p.m.
4	Senior Assistant Public Prosecutor	Rs.200/-p.m.	Rs.300/-p.m.
5	Assistant Public Prosecutor	Rs.150/-p.m.	Rs.300/-p.m.
6	Legal officers of A.C.B	Rs.150/-p.m.	Rs.300/-p.m.

**11.187.** The request is to enhance the Office Allowance to Rs.1500 to 2000/- p.m., and Maintenance Allowance from Rs.500/- to Rs.1000/-p.m.

**The Commission recommends the following revision of Allowances:**

Sl. No.	Category	Office Allowance	Maintenance Allowance
1	Public Prosecutor / Joint Director	Rs.500/-p.m.	Rs.350/-p.m.
2	Additional Public Prosecutor Gr-I	Rs.450/-p.m.	Rs.350/-p.m.
3	Additional Public Prosecutor Gr-II	Rs.400/-p.m.	Rs.350/-p.m.
4	Senior Assistant Public Prosecutor	Rs.350/-p.m.	Rs.350/-p.m.
5	Assistant Public Prosecutor,	Rs.300/-p.m.	Rs.350/-p.m.
6	Legal Officers of A.C.B	Rs.300/-p.m.	Rs.350/-p.m.

**35. Readers Allowance:**

**11.188.** Blind Teachers and Lecturers are given this allowance. Presently, Junior Lecturers and above are paid @ Rs.500/- per month, School Assistants are paid @ Rs.400/- per month and Secondary Grade Teachers (including Craft Instructors) are paid @ Rs.300/- per month as per G.O.Ms.No.333, W.D. & C.W. & D.W (DW) Dept., dt.5-10-2005. The 2010 PRC recommended enhancement of this allowance at the rates noted against each, accordingly orders were issued in G.O.Ms.No.34, WD&CW & DW Department, dated.16.07.2010.

1. Junior Lecturers and above ... Rs.600/- per month.
2. School Assistants ... Rs.500/- per month.
3. Secondary Grade Teachers ... Rs.400/- per month.  
(including Craft Instructors)

**11.189.** Keeping in view of dearth of candidates to engage for the above assignment, majority of Teachers are facing hardships and there is abnormal demand for seeking heavy remuneration. **The commission recommends for enhancement of this allowance as follows:**

- a) S.G.Teacher(including Craft Instructors) :Rs.1200/- p.m.
- b) School Assistant Teacher :Rs.1500/- p.m.
- c) Junior Lecturers and above :Rs.2000/- p.m.

**36. Blood Bank Allowance**

**11.190.** This allowance is given to Staff Nurses belonging to Institute of Preventive Medicine, P.H. Labs and Food (Health) Administration Department. The existing rate is Rs.150/- P.m. as per G.O.Ms.No.110, Fin (TA) Dept.,



dated:07-04-2010. **This allowance is recommended to be increased to Rs.200/- p.m.**

**11.191. This allowance is also applicable to the Staff Nurses working in the Teaching and Non-Teaching Hospitals where Blood Banks are functioning under the control of Medical Education, Health, Family Welfare, Ayush and Insurance Medical Services Departments.**

**37. Difficult Sanitation Service Allowance:**

**11.192. This allowance is given to Kamaties, Malaria Field Workers, Drainage Gang Mazdoors, Scavengers and Thoties working in Municipal Corporation of Hyderabad. The existing rate is Rs.125/- p.m. as per G.O.Ms.No.111, Fin (TA) Dept., dated 07-04-2010. This allowance is recommended to be increased to Rs.200/- p.m. to the above categories working in Greater Hyderabad Municipal Corporation, Hyderabad. The Commission also recommended that this allowance should be provided to same categories of employees working in other Municipal Corporations/Municipalities.**

**38. Theatre Allowance:**

**11.193. This allowance is given to the Staff Nurses belonging to Medical Education Dept., and Staff Nurse/Head Nurse belonging to Family Welfare and Insurance Medical Services Departments. On the recommendations of PRC 2010, this allowance is extended to the Head Nurses of Medical Education Department, Nurses and Head Nurses of Ayush Dept., and also to the Theatre Assistants belonging to all Medical Departments i.e., Medical Education, Health/Family Welfare, Ayush and Insurance Medical Services Departments at the same rate if they attend to theatre work. Accordingly, orders were issued in G.O.Ms.No.119, Finance (TA) Department, dated. 07.04.2010.**

**11.194. This Commission recommends enhancement of this allowance from Rs.100/- p.m. to Rs.150/- p.m. for the above categories.**

**39. Machine Allowance:**

**11.195. This allowance is given to Copyists working in Judicial Department for whom Typewriters were not provided by the Government and it shall cease from the day on which Typewriters are provided by Government. The existing rate is Rs.100/- P.m. as per G.O.Ms.No.277, Fin (TA) Dept., dt. 15-10-2005. The PRC 2010 observed that this allowance has to be dispensed with in all the Courts which are supplied with Computers / Photo Copying Machines. In those Courts which do not have the facility of Computers or Photo Copying, it is recommended that this allowance may be continued at the present rate of Rs.100/- p.m. This allowance may be withdrawn from the month subsequent to the month in which the Computer / Photo Copying Machine is supplied. Accordingly, orders were issued in G.O.Ms.No.109, Finance (TA) Department, dated. 07.04.2010.**

**11.196. This Commission recommends to continue this Allowance at the revised rate of Rs. 150/- and other conditions hold good.**

**40. Library Allowance:**

**11.197.** The Association of Public Prosecutors requested to sanction an amount of Rs.10,000/- per annum and Rs.20000/- per annum respectively as Library Allowance to all the public prosecutors on the ground that the public Prosecutors have to refer various cases to prepare and conduct prosecutions in the Court and they have to necessarily maintain a Library. **The Commission recommends payment of Library Allowance at Rs.2500/- per annum to the following categories of posts in the Department of prosecutions.**

- i) Assistant Public Prosecutor**
- ii) Senior Assistant Public Prosecutor**
- iii) Additional Public Prosecutor Gr.II**
- iv) Additional Public Prosecutor Gr.I**
- v) Public Prosecutor / Joint Director**

**41.Special Allowance to the staff working in Special Intelligence Branch.**

**11.198.** In G.O.Ms.No.290, Home (Courts-C) Department, dt.08-09-2000 orders were issued extending the Special Allowance as admissible to the Staff of Grey Hounds to the Special Intelligence Branch Personnel of the Intelligence Department at the same rates. In G.O.Ms.No.511, Fin. (TA) Department, dt.28-12-2005, it was ordered to continue the Special Allowance at the same rates in RPS 2005 also. **The commission, therefore, recommends to continue the Special Allowance to Special Intelligence Branch Personnel, at the same rates in the proposed revised scales also.**

**42. Incentive Allowance:**

**11.199.** Based on the recommendations of PRC 2010, incentive allowance was sanctioned in G.O.Ms.No.133, Fin (TA) Dept., dt.24.4.2010 to the following categories of Police Dept., at the rates noted against each.

- 1) Armored Head Constable @ Rs.100/-p.m.
- 2) Armored Police Constable @ Rs.75/-p.m.

**11.200. Keeping in view the general increase in rates, the Commission recommends continuance of this allowance with the following rates:**

- 1) Armored Head Constable Rs.125/-p.m.**
- 2) Armored Police Constable Rs.100/-p.m.**

#### **43. Scout Allowance:**

**11.201.** The rate of Scout Allowance of Rs.15/- p.m. is admissible to the Teachers working in Government Secondary Schools, Government Training Schools, as per G.O.Ms.No.46, Fin & Plg (FW-TA) Dept., dt.6-2-1980. Based on the recommendation of Anomalies Committee 2003, orders were issued in G.O.(P)No.511, Fin (TA) Dept., dt.11-6-2004, enhancing the rate from Rs. 15/- p.m. to Rs. 50/- p.m. to the teachers in Government Secondary Schools, Government Training Schools, who are fully qualified as Scout Masters and A.C.C Officers provided they are actually running at least a patrol of 24 Scouts and Guides and A.C.C. Officer has to raise a minimum number of 50 cadets as per G.O.Ms.No.46 Fin (TA) Dept., dt.6-2-1980.

**11.202.** Pay Revision Commission 2005, recommended to increase the above rate from Rs.50/- p.m. to Rs.65/- p.m. Orders issued if any by Government on this recommendation are not brought to the notice of this Commission. Keeping in view, the general increase of rates, the 2010 Commission recommended to increase the rate of this allowance to Rs.75/- p.m. subject to the same conditions specified in G.O.Ms. No.46 Fin (TA) Dept., dt.06-02-1980. Accordingly, orders were issued in G.O.Ms.No.133, Finance (TA) Department, dated. 24.04.2010.

**11.203.** This Commission recommends to increase the rate of this allowance to Rs.100/-p.m., subject to the conditions specified in G.O.Ms.No.46, Finance (TA) Department, dated. 06.02.1980.

#### **44. Intensive Care Unit Allowance:**

**11.204.** The Commission recommends payment of Intensive Care Unit Allowance to the following categories at the rates noted against each.

<b>Sl.No.</b>	<b>Category</b>	<b>Existing (Rs.)</b>	<b>Recommended (Rs.)</b>
<b>1.</b>	<b>Head Nurse</b>	<b>75/- p.m.</b>	<b>100/- p.m.</b>
<b>2.</b>	<b>Staff Nurse</b>	<b>50/- p.m.</b>	<b>75/- p.m.</b>
<b>3.</b>	<b>Nursing Orderly(M.N.O/ F.N.O)</b>	<b>25/- p.m.</b>	<b>50/- p.m.</b>

**11.205.** The payment of this allowance shall be restricted only for the period they actually work in the Intensive Care Units of the Hospitals under the control of Medical Education, Health and Family Welfare, Insurance Medical Services and AYUSH Departments.

#### **45. Delhi Allowance / Special Compensatory Allowance and other items relating to the staff working in A.P. Bhavan New Delhi:**

##### **a. Delhi Allowance:**

**11.206.** The staff of A.P. Bhavan has requested for 25% of basic pay as Delhi Allowance without any ceiling/upper limit as was allowed to the staff of

Tamilnadu Bhavan and Kerala Bhavan located in Delhi. The Staff working in A.P. Bhavan, New Delhi are allowed to draw 20% of Basic Pay subject to a maximum of Rs.2000/- p.m. as per the orders issued in G.O.Ms.No.264, Fin. (TA) Dept., dt.15-10-2005. It was also mentioned in the G.O. that the said allowance is as per G.O.Ms.No.148, G.A. (GH1) Dept., dt.29-04-1998. The request is to sanction this allowance @20% of Basic Pay without a ceiling.

**11.207.** This allowance was originally allowed at 25% of Basic Pay subject to a ceiling of Rs.375/-p.m. w.e.f. 1-8-91. The ceiling limit was increased to Rs.1500/- p.m. It was further revised as 20% of Basic Pay with ceiling limit of Rs.2000/-p.m. from 15-10-2005 as per the recommendation of the PRC 2005. As per the orders issued sanctioning the Delhi Allowance in G.O.Ms.No.674, G.A. (GH1) Dept. dt.27-09-93 this allowance is applicable to those employees who are appointed in A.P. Bhavan in the state scales of pay and also to those who opted for state scales of pay from central pay scales. The 2010 Commission recommended to revise this allowance as 15% of Basic Pay subject to a maximum of Rs.2500/- p.m.since the scales are revised merging D.A. and also allowing fitment in fixation of pay in the revised scales. This allowance is applicable only to the staff recruited at Delhi and are working in A.P. Bhavan but not to such of the staff who were deputed from State Government to work at A.P. Bhavan, New Delhi, since they are eligible for the payment of special compensatory allowance for the period of deputation. Accordingly orders were issued vide G.O.Ms.No. 118, Finance (TA) Department, dated. 07.04.2010.

**11.208. The Commission recommends to revise this allowance to 20% of basic pay subject to a maximum of Rs.4000/- p.m.**

**b. Special Compensatory Allowance:**

**11.209.** Special Compensatory Allowance was sanctioned to the staff deputed from the State Government @40% of Basic Pay in G.O.Ms.No.700, G.A (GH1) Department, dated 10-10-77. It was revised to 25% in the year 1980. In the year 1993, this was continued @20% of Basic Pay subject to a maximum of Rs.1000/-. Though there was revision of scales in 1999 & 2005 neither the rate nor the maximum amount was changed. The 2010 Commission, therefore, recommended to revise this allowance as 15% of Basic Pay subject to a maximum of Rs.2500/- p.m. This allowance is permissible only to such of the staff who were deputed from the State Government to work at A.P. Bhavan, New Delhi, but not to the staff who are eligible for Delhi Allowance specified in item 1 above.

**11.210. The Commission recommends continuance of this allowance @20% of the basic pay, subject to a maximum of Rs.4000/-p.m.**

1. The other request is to extend the facility of L.T.C. every year to all the staff, where this facility is allowed to those who are in deputation. Government already examined and negated this request in the case of employees who were recruited at Delhi. However, the employees deputed from State Government to work at New Delhi are already allowed this facility once a year.

Since the staff recruited at Delhi have made a conscious decision to apply for the job in Delhi there is no reason to extend this facility of yearly home town LTC for them. As such the commission is not inclined to recommend permission to avail L.T.C. once in an year to other than the staff working on deputation from State Government.

2. There was a request to sanction special pay to all the staff members on the ground that due to heavy inflow of V.I.Ps the staff have to work without availing public holidays and have to work for almost through out the year to attend to the protocol and Liaison duties. Request for enhanced Special Pay of Rs.2000 and Rs.1500 to the categories of Assistant Commissioner/Protocol Officer, Liaison Officer and Assistant Liaison Officer/Assistant Reception Officer. Another request is for enhanced Special Pay of Rs.250/- p.m., to the post of Attender (C.M. Cottage). Basing on the information furnished by the Resident Commissioner, **the Commission recommends to pay Special Pay to the following categories of posts only at the rates shown against each which was included in the list of Special Pays.**

Sl.No.	Category Name	Existing (Rs.)	Revised (Rs.)
1.	Assistant Commissioner	350/- p.m.	500/- p.m.
2.	Protocol Officer	350/- p.m.	500/- p.m.
3.	Assistant Liaison Officer	250/- p.m.	400/- p.m.
4.	Assistant Reception Officer	250/- p.m.	400/- p.m.

3. At present the Lift Operator working in A.P. Bhavan is eligible for a Special Pay of Rs.100/- p.m. on par with the Lift Operator working in Secretariat. **It is recommended in the list of special pays elsewhere in this report that the amount of Special Pay be paid @Rs.125/- p.m. to the Lift Operator working in A.P. Bhavan, New Delhi, on par with Lift Operator working in the Secretariat which was included in the list of Special Pays.**

4. In respect of the Special Pay to the Attenders working in the Peshies of Commissioner and Additional Commissioner necessary recommendation is made in a separate item where in special pays are recommended for the staff working in the Peshies of C.M., Ministers, C.S. etc.

**c. Special Gratuity Allowance to Drivers of A.P.Bhavan.**

**11.211.** The Government have sanctioned for the payment of Special Gratuity Allowance @ Rs.16.50 per hour limited to 100 hours in a month for the Drivers working in A.P.Bhavan for rendering extra hours of duties beyond their office hours and during public holidays vide. G.O. MemoNo.267/G.H.I/2002-9, GA(GH.I) dt.10.10.2002. This allowance has not been revised for the last 12 years. The Drivers of A.P.Bhavan, New Delhi have represented that this allowance at the present rates is not enough for purchasing refreshment during odd hours working due to the continuous flow of VIPs from the State. **The Commissioner therefore recommends to enhance this allowance from**

**Rs.16.50 per hour to Rs.30/- per hour, subject to the ceiling of 100 hours in a month.**

**46. Construction Allowance:**

**11.212.** In G.O.Ms.No.301, Fin & Plg. (FW-TA) Dept., Dt.28-12-1991 orders were issued for the payment of Construction Allowance on the slab rates based on the pay in R.P.S.1986 to the employees engaged in Construction activities in the Projects mentioned therein. In G.O.Ms.No.229, Fin & Plg. (FW-PC II) Dept., dt.29-5-1993 Government issued orders for the payment of the said allowance at the same rates duly changing the pay slabs in R.P.S.1993. Similarly in G.O.Ms.No.154, Fin & Plg (FW-TA) Dept., Dt.10-9-1999, Government issued orders for the payment of the said allowance at the same rates duly changing the pay slabs in R.P.S., 1999. Thereafter no orders were issued by Government continuing the payment of the said allowance after the introduction of R.P.S.2005.

**11.213.** On the representation of Project employees the Government referred the matter to the One Man Committee 2006. The O.M.C.2006 in para 3.82 of its report observed as follows:

*“The Committee therefore is of the view that no construction allowance needs to be paid on any of the existing schemes. However in future when projects are sanctioned and are in construction mode and in areas where ordinary facilities are not available and the conditions already laid down by the Government are satisfied, viz., these should not be within 8 kms of a town and 2kms of mandal, an allowance as indicated below can be considered.”*

<b>Sl. No.</b>	<b>Basic pay range in 2005 Scale of Pay</b>	<b>Rate of Construction Allowance p.m.</b>
1.	Upto Rs.6040/-	Rs.150/-
2.	Rs.6041/- and above upto Rs.7770/-	Rs.190/-
3.	Rs.7771/- and above upto Rs.9775/-	Rs.240/-
4.	Rs.9776/- and above upto Rs.12070/-	Rs.280/-
5.	Rs.12071/- and above	Rs.300/-

**11.214.** The Government agreed with the O.M.C.2006 that no construction Allowance needs to be paid further to the 12 Projects which have been completed and have become operational. Government viewed that any decision on construction allowance for future projects is premature at this stage.

**11.215.** The JAC has made a representation for recommending payment of Construction Allowance at enhanced rates on the ground that the employees who are working in Projects are not in receipt of Construction Allowance.

**11.216.** The 2010 commission endorsed the views of the OMC 2006 which examined the issue in detail. The OMC came to the conclusion that none of the existing projects qualify for project allowance.

**11.217.** **This Commission endorses the view of OMC 2006 and PRC 2010.**

**47. Incentive to the Ministerial Staff of C.I.D. Branch of Police Department:**

**11.218.** The C.I.D. Ministerial Staff Association, A.P., Hyderabad, represented to recommend 30% incentive on basic pay to the ministerial staff working in C.I.D. branch of Police Department on the ground that their counterparts in Anti Corruption Bureau, Intelligence and A.P. Police Academy are getting the same. They have further stated that they are striving every nerve in discharging their duties to support the executive staff who are investigating complicated and sensational cases. They have also stated that a proposal has been made to Government for sanction of 30% of basic pay as incentive to the executive staff in C.I.D. branch.

**11.219.** Crime investigation is the normal function of the police Department. C.I.D. branch is doing exactly that work. The proposal to sanction incentive to the ministerial staff of Intelligence Department has not been recommended by this commission. The comparison with the nature of duties of ministerial staff in Anti Corruption Bureau and A.P. Police Academy is not acceptable. The 2010 commission, therefore, was not inclined to recommend any incentive to the ministerial staff of C.I.D. branch of Police Department. **The Commission reiterates the recommendations of 2010 PRC and does not recommend any incentive to them.**

**48. Supply of Dress, Shoes to the Drivers of Govt. Vehicles:**

**11.220.** It is brought to the notice of this Commission that in G.O.Ms.No.630, Home (Printing -A) Dept. dt:17-11-1984 orders were issued to supply terry cotton khaki color cloth of 9 meters for each driver (at the rate of 5 meters for the pants and 4 meters for the bush shirts) once in two years and it was also ordered therein that the individual departments should bear the stitching charges of the uniform. The Drivers Association requested to recommend the supply of uniform as per the above orders.

**11.221.** Similarly, in G.O.Ms.No.532/Expr.-HG/85-1,dt:7-5-85 of Finance & Plg. (FW-Expr.H.G.) Dept. the scale of expenditure for the supply of one pair of shoes to the Drivers & Motor Cycle Messengers & Lift operator etc. was fixed at Rs.100/- once in a year. The Drivers Association requested to recommend for the supply of shoes every year regularly.

**11.222.** We have observed and also are informed by various associations that the winding up of the Department of Stationary has lead to disruption in the supply of uniforms and shoes. Since the dress and equipment is to be

supplied from out of the Budget released to the Head of Office and the competing demands on the limited resources, the funds are invariably utilized for meeting other office expenses. Moreover the budgeting itself is not done properly as supply of uniform is not an annual feature and as the budgetary outlays are determined with reference to the outlay/ expenditure in the previous year, there is a possibility of requirement of funds for uniforms being ignored at the time of budget formulation. In order to overcome this problem we suggest that 2½ meters of pant cloth and 4 meters of shirting cloth may be supplied every year to the drivers along with supply of a pair of shoes/ chappals. The stitching charges may be paid in cash to the employee.

**11.223.** The Commission also suggests that if the Govt. vehicle is available and is not condemned and there is a driver attached to the vehicle, hiring of private vehicle should be discouraged. Only in cases where additional vehicles are required or where the vehicle itself is condemned the departments should resort to hiring of vehicles.

**49. Ex-Gratia / Compensations in the case of Death / Disablements of the employee:**

**11.224.** The JAC of employees, Teachers & workers represented to make recommendations for suitable enhancement in the amounts of Ex-gratia/compensation payable to the employees in the following cases where there is death or disability caused to the employees while in service.

1. Group personnel accident policy for police personnel.
2. Group insurance in the case of death of Drivers while on duty.
3. Compensation in respect of the employees who lost their lives while discharging the risk borne duties.
4. Compensation in respect of the employees who lost their lives/ sustained injuries while performing election duties.
5. Ex-gratia to the families of the employees who met with accidental death while performing official duties.
6. Compensations to the families of Police Personnel/ Government Officers of other departments killed by extremists/ AntiSocial elements.

**11.225.** These compensations were allowed by Government as a welfare measure to the employees. They are not covered by any recommendations of P.R.Cs. In view of the request of the J.A.C. of Employees, Teachers & Workers, **the commission recommends review of the existing compensation packages and revision of the amounts keeping in view the increase in the cost of living and the increase in the needs of the average Indian family.**

**50. Staggered working hours for Women employees:**

**11.226.** The 6<sup>th</sup> Central Pay Commission has recommended introduction of staggered working hours for women employees as it would give flexibility to employees to work either early or late depending on their requirements at the



home front. Under this scheme, 11 AM to 4 PM will be core hours during which all women employees will necessarily need to be present in the Office. They will, however, have the option of either coming 1 ½ hours earlier or leaving after 2 hours depending upon the actual time they have checked in.

**11.227.** The Joint Action Committee of employees have requested to extend the same to the women employees of the State Government. The working hours in the State Government are from 10:30 AM to 5:00 PM while the working hours in the Government of India are from 9:00 AM to 6:00 PM. The system of flexibility to the women employees to attend the office either before 10:30 A.M. or to leave the office beyond 2 hours after 5:00 PM will not only disturb the office work but also create a situation where the women employees may not be able to attend to their house hold duties. Further, if such flexibility of attendance is allowed, the women employees working in supervisory capacity may find it difficult to attend to their work without the supporting staff. The Govt. of India has also not accepted the recommendations of the 6<sup>th</sup> Pay Commission regarding flexi hours for women employees and flexi weeks for employees with disabilities. The 2010 Commission was also of the view that the staggered working hours exclusively for women employees is neither feasible nor desirable. This Commission endorses the view of PRC 2010.

## CHAPTER- XIII

### Advance Increments

**12.01.** Advance Increments for higher qualifications was adopted by the State to reward people who joined Government service even though they had qualifications in excess of the requirements as prescribed in the Rules for the job. This was justified in the initial years after independence when the Rules framed provided for basic minimum qualifications for entry into Government service and the higher level posts were mostly occupied by the Officers of the Crown. There was obviously a reluctance to enhance the qualifications as that would have adversely impacted those who were already in Government service. The solution found to pay higher remuneration without changing the qualifications for the job or the pay scale was to award increments for possession of higher qualifications.

**12.02.** The practice of Advance Increments that was introduced since the formation of the State continued for a long time. Pay Revision Commission, 1993 analyzed the history of the concessions given by the previous Commissions and felt that the continuance of such incentive was no longer valid as persons possessing higher qualifications were available in plenty seeking Government employment. The Commission suggested an alternative of increasing the minimum qualifications for recruitment where it was considered necessary or desirable. The Commission suggested a review of the incentive scheme. As a result a Committee of Senior Officers was constituted in G.O.Ms.No.356, General Administration (Spl.A) Department, dt. 22.6.1993, to review of the functioning of the scheme of allowing advance increments to various categories of employees. As the said Committee could not submit its report before the constitution of the 1999 Pay Revision Commission, the subject was again included in the Terms of Reference of the said Commission.

**12.03.** The Pay Revision Commission, 1999 after reviewing the Incentive Scheme came to the conclusion that the incentive should be done away with. The Commission felt that there was a large pool of qualified personnel seeking entry into Government service and therefore there was no need to provide an extra incentive by way of additional increments to attract persons possessing higher qualifications into those services. The Commission, however, felt that in specialized areas like Medicine, higher qualifications should be given weightage for the purpose of promotion. The Commission analyzed the result of litigation in the High Court leading to sanction of Incentive Increments to certain categories of employees within the High Court by invoking Article 14 of the Constitution of India. The Commission cautioned the possibility of invocation of Article 14 by other categories in the Government service for getting Advance Increments for possession of higher qualifications. The Commission in the end recommended that the service rules be amended prescribing suitable qualifications in the changed circumstances. The Commission suggested sanction of Incentive Increments in exceptional cases. The Commission also felt

that a nexus between specific qualifications possessed and the duties performed should be established before the incentive is sanctioned. The Commission advised against sanction of incentive incase the qualifications are acquired with Government assistance.

**12.04. This Commission notices that sanction of Advance Increments for possessing higher qualifications is not relevant in the present context, since qualified persons for manning posts under the Government are available. The Commission therefore reiterates that it is only in extra-ordinary cases that Advance Increments should be considered for sanction, for higher qualifications and in such cases a clear nexus should be established between possession of higher qualifications and the need of the job performed.**

## **CHAPTER-XIII**

### **Loans and Advances**

**13.01.** Government is providing funds in the Budget towards the payment of recoverable advances to the employees for (i) purchase/ construction of houses, (ii) repairs/ improvements to the existing houses, (iii) purchase of the conveyances, (iv) celebration of marriages (v) purchase of personal computer. All these advances bear a lesser rate of interest when compared to the rate of interest charged by the Banks / Financial Institutions. In addition, non interest bearing advances like Festival advance, Education advance etc., are also being allowed to the employees. Government have also permitted the employees to obtain additional loans for construction of houses from Banks / financial institutions by mortgaging the same property. In addition, Government have also allowed certain banks to pay advances to the employees for construction / purchase of house by meeting the difference in rate of interest, between the Bank rate and the Government rate, from State Funds. Keeping in view the existing provisions and the requests received from the Associations, the following recommendations are made in respect of each of the advances.

#### **Advances to the employees**

**13.02.** Among the advances payable to the employees the following are the interest bearing advances.

- A. Advance for purchase of House site / construction of a house on the site already owned by the employee / purchase of Ready Built House (including flat) / repairs, additions improvements etc. to the house already owned by the employee/ for purchase of site-cum-construction of the house/Flat thereon.
- B. Advance for purchase of conveyances.
- C. Advance for celebration of marriages.
- D. Advance for purchase of personal computers.

**I HOUSE BUILDING ADVANCE:**

**13.03.** In the case of advance for house building activity the following are the limits of maximum amount of advance permissible to the employees at present.

For purchase of only site	For purchase of Ready Built House/ Flat	For purchase of site-cum construction of new house/ flat	For construction of new house/ flat on the site already owned by the employee	For undertaking repairs extensions, enlargements, improvements etc.
10 times of Basic pay or Rs.1.00 lakhs which ever is less	a. Employees drawing pay upto Rs.13660 p.m.	--	72 times of pay or Rs.5.00 Lakhs	20 times of pay or Rs.2.00 lakhs which ever is less
	b. Employees drawing pay of more than Rs.13660 p.m. & upto Rs.21820 p.m.	--	72 times of pay or Rs.6.00 Lakhs	
	c. Employees drawing pay of more than Rs.21820 p.m. & upto Rs.31550 p.m.	--	72 times of pay or Rs.7.50 Lakhs	
	d. Employees on a pay of more than Rs.31550 p.m.	--	72 times of pay or Rs.10.00 Lakhs	
	e. A.I.S. Officers for construction/ Ready Built House	--	50 times of pay or Rs.15.00 Lakhs	
<b>which ever is less</b>				

**13.04.** The maximum number of monthly installments for recovery of the advance is 60 for the principal and 12 for the interest in respect of the advance for the purchase of House Site only. In respect of advance granted for undertaking the repairs etc., it is 75 in respect of principal and 15 in respect of interest. The advances sanctioned for purchasing the ready built house / flat, for construction of a house on the site already owned by the employee and for purchase of site-cum-construction of the house/flat thereon, the maximum number of monthly installments for recovery of principal is 240 and 60 for the recovery of interest. After the expiry of the recovery of the principal amount of advance, the recovery of the interest has to be commenced. The rate of interest is 8.5% for the advance granted for undertaking the repairs etc. and in respect of advance granted for other purposes the rate of interest is 7.5% to the class-IV employees while it is 8.5% for other than class-IV employees.

**13.05.** The employees associations have requested for increasing the quantum of advance in view of the escalation of the cost of land and cost of construction and also to increase the installments for repayment and to charge interest on floater basis.

**13.06.** The Govt. have already permitted the employees to obtain loans from the commercial banks and financial institutions and has agreed to bear the

difference in between the rate of interest permissible as per HBA rules and the rate of interest charged by the banks. In spite of that, the employees are approaching the Govt. for the sanction of advances. The payment of this advance is subject to the availability of the budget provision. In view of the developmental programmes taken up by the Govt. there is constraint on the part of the Govt. to make increased provisions in the budget for this purpose. Several guidelines were issued for distribution of this amount of advance among the employees working in Secretariat, Directorates, Regional/ District Level Offices and other Sub-Ordinate Offices. In spite of that, it is not possible to the departments to sanction this advance upto the maximum amount permissible in the rules. There is also criticism that those working in mofussil areas are not able to get the advances in time. As a result the employee is forced to obtain further advances from local persons or other banks. Besides that, the employee has to mortgage the title deeds of the houses with the department. After the expiry of the recovery of the principal and interest the mortgage deeds have to be reconveyed to the concerned employee. At times it becomes difficult to the department to locate the original title deeds mortgaged due to frequent change of offices, reorganization of the departments etc. In addition, after the complete repayment of the amount with interest a clearance certificate from the A.G.A.P. has to be obtained failing which the pensionary benefits are withheld to some extent.

**13.07.** The commission suggests that Government may encourage the employees to go in for house building loans from the Commercial Banks and the difference in rate of interest, if any, between bank rate and Government rate may be subsidized by the Government. By this method, housing needs of a larger number of Government Employees can be met within the limitation of Budget. **Pending such an arrangement, the following increase in the quantum of advances is recommended.**

- a) **For purchase of only site: Ten times of basic pay or Rs.2.00 Lakhs which ever is less.**
- b) **For undertaking the repairs, extensions, etc: Twenty times of basic pay or Rs.4.00 Lakhs whichever is less.**
- c) **For the purchase of ready built house/ flat, for purchase of site-cum-construction of new house/ flat and for the construction of new house/ flat on the site already owned by the employee:**
  - i. **Employees drawing pay upto Rs.26600/- p.m. it may be either 72 times of pay or Rs.10.00 Lakhs which ever is less.**
  - ii. **Employees drawing pay of more than Rs.26600/- p.m. and upto Rs.42,490/- p.m. it may be either 72 times of pay or Rs. 12.30 Lakhs which is ever is less.**
  - iii. **Employees drawing pay of more than Rs.42490/-p.m. and upto Rs.61450/- p.m. it may be either 72 times of pay or Rs. 15.00 Lakhs which is ever is less.**

- iv. **Employees drawing pay of more than Rs.61450 p.m. it may be either 72 times of pay or Rs.20.00 Lakhs which is ever is less.**
- v. **All India Service Officers working in the State may be allowed either 50 times of pay or Rs.25.00 Lakhs which is ever is less.**

**d) All India service officers working in the State may be given the option to choose either the State Govt. ceiling or to adopt the Govt. of India rules.**

## **II. Advance for the purchase of conveyances:**

**13.08.** The employees are eligible for the sanction of advances for the purchase of Motor Car, Motorcycle / Scooter, Moped and Bicycle. The Officers eligible, the amount of advance, the number of installments of recovery of the advance and interest and the rate of interest at present is as follows:

Item	Motor Car	Motor Cycle / Scooter	Moped	Bicycle
<b>a) Eligibility</b>	Officers whose basic pay is Rs.27700 and above	Employees whose basic pay is Rs.11530 and above	1) Employees whose basic pay is Rs.11530 and above 2) All Drivers who have completed 2 years of service irrespective of their basic pay	All employees including class IV (except to those for whom advance for the purchase of Motor Car / Motor Cycle was sanctioned earlier).
<b>b) Amount of Advance</b>	15 months' basic pay or Rs. 4.50 Lakhs or actual cost whichever is less	7 months' basic pay or Rs.60.000 or actual cost whichever is less	7 months' basic pay or Rs.25000 or actual cost whichever is less	Rs.5000 or actual cost whichever is less
<b>c) Number of Installments of recovery</b>	Principal..135 Interest..65	Principal..80 Interest..16	Principal.. 60 Interest.. 16	Principal.. 26 Interest.. 04
<b>d) Rate of Interest</b>	8.5% p.a.	7.5% p.a.	7.5% p.a.	6.5% p.a.

**13.09.** The associations have requested to enhance the monetary limits on the ground that the prices of conveyances have increased.

**13.10.** As already observed the employees have to be encouraged to avail of advances of loans and advances from banks/ financial institutions to meet their requirements of conveyances. Pending formulation of a scheme of

understanding with the lending institutions in this regard, the following increases in the quantum of advance for the purchase of conveyance is recommended:

**RECOMMENDED LIMITS OF ADVANCE FOR PURCHASE OF CONVEYANCE**

**i. Purchase of car:**

**Employees whose basic pay is Rs.37,100 p.m. and above may be sanctioned either 15 months' basic pay or Rs.6.00 Lakhs or actual cost which ever is less.**

**ii. Purchase of Motor cycle/ Scooter:**

**Employees whose basic pay is Rs.22,460 p.m. and above may be sanctioned either 7 months basic pay or Rs.80,000 or actual cost which ever is less.**

**iii. Purchase of Mopeds:**

**a) Employees whose basic pay is Rs.16,400 p.m. and above may be sanctioned either 7 months basic pay or Rs.35,000 or actual cost which ever is less.**

**b) All drivers who have completed 2 years of service irrespective of their pay may be allowed the advance as suggested in item (a) above.**

**iv. Purchase of bicycle:**

**All employees including class IV (except to those for whom advance for the purchase of Motor Car/ Motor Cycle/ Moped was sanctioned earlier) may be sanctioned either Rs.10000 or actual cost which ever is less.**

**III. Advance for celebration of marriages:**

**13.11.** Advances can be sanctioned to the employees in connection with the celebration of marriages of the employees themselves and / or for the celebration of the marriages of the children of the employees. The amount of advance, the number of monthly installments of recovery of principal and interest and the rate of interest at which the advance has to be recovered at present are detailed below.

**a) Amount of Advance:**

		<b>Class -IV</b>	<b>Others</b>
--	--	------------------	---------------



i)	For the marriage of male employees themselves or for the marriage of sons of the male / female employees.	Either 15 months pay or Rs.30000/- which ever is less	Either 15 months pay or Rs.50000/- which ever is less
ii)	For the marriage of female employees themselves or for the marriage of daughter of the male / female employees.	Either 15 months pay or Rs.50000/- which ever is less	Either 15 months pay or Rs.75000/- which ever is less

**B) Number of installments of recovery**

- a) Principal ..... 70  
b) Interest ..... 10

**C) Rate of interest**

- a) Gazetted Officers ..... 8.5% p.a.  
b) Non-Gazetted Officers ..... 7.5% p.a.  
c) Class-IV Employees ..... 6.5% p.a.

**13.12.** The associations requested for enhancing the maximum limit in view of the increase in the cost of living and since the expenses connected with the celebration of marriages are considerably increased. **Keeping in view the request the following limits are recommended.**

Sl. No.		Class -IV	Others
i)	For the marriage of male employees themselves or for the marriage of sons of the male / female employees.	Either 15 months pay or Rs.75,000/- which ever is less	Either 15 months pay or Rs.1,25,000/- which ever is less
ii)	For the marriage of female employees themselves or for the marriage of daughters of the male / female employees.	Either 15 months pay or Rs.1,00,000/- which ever is less	Either 15 months pay or Rs.2,00,000/- which ever is less

**IV. Advance for the purchase of personal computers:**

**13.13.** As per the existing rules the advance for the purchase of personal computers can be sanctioned to the officers whose basic pay is Rs.26300/- p.m. or more. The amount of advance shall be either the actual cost of the computer or Rs.50,000/- whichever is less. The principal amount of the advance is recoverable in not more than 135 monthly installments and the interest portion is recoverable in not more than 65 monthly installments. The rate of interest for this advance is 8.5% per annum. Based on recommendations of Group of Ministers, the government employees whose basic pay is Rs.22430/- can be sanctioned the above advance.

**13.14.** The request of the associations is to allow this advance not only to officers but also to all the employees who belong to superior service. Some of Last Grade Service employees are seeking for the above advance.

**13.15.** The request of the association is reasonable and this benefit may be extended not only to officers but also to all the employees drawing basic pay of Rs.16,400/- and above. The amount of advance will be either the actual cost or Rs.50,000/- whichever is less.

**V. Number of installments of recovery of the interest bearing advances:**

**13.16.** The commission feels that the existing number of monthly installments for the recovery of the principal and interest in respect of all the four types of interest bearing advances referred to above are reasonable and do not require any alteration.

**VI. Rate of interest:**

**13.17.** The existing rates of interest are indicated under the relevant advances listed above.

**13.18.** The employees associations requested for the reduction in the rate of interest as noted below for all the four types of advances on the ground that the present rates of interest were fixed when the employees were paid interest @ 12% p.a. on their balances under GPF accounts and that the rate of interest on GPF is now reduced to 8% p.a.

- |     |                                   |       |
|-----|-----------------------------------|-------|
| i.  | For Class-IV employees            | 5.00% |
| ii. | For other than Class-IV employees | 5.50% |

**13.19.** The Commission feels that the request of the employees is reasonable. The Commission therefore recommends, to fix the rate of interest on all kinds of interest bearing advances to the employees uniformly as indicated below:

- |     |                                   |              |
|-----|-----------------------------------|--------------|
| i.  | For class IV employees            | @ 5.00% p.a. |
| ii. | For other than class IV employees | @ 5.50% p.a. |

**13.20.** These rates may be revised periodically keeping in view the interest paid by the Govt. on G.P.F. accounts of employees. The suggested gap of 3% or 2.5% that is now proposed between the interest paid by the Govt. on G.P.F. and the interest levied on advances may be maintained.

**VII. Penal Interest:**

**13.21.** The existing rules provide for the recovery of the penal interest at one and half times to the normal rate of interest in cases where the advance was either misutilized or not utilized and also for not observing the formalities such as mortgage, insurance, etc.

**13.22.** Unless deterrent punishments are imposed in cases where the advances were either misutilized or not utilized the tendency for misuse of advance cannot be checked. To take disciplinary action against the employees

for misuse of advance the elaborate procedure contemplated in the C.C.A. rules has to be followed. As such it is necessary that the rate of penal interest has to be increased to avoid misuse of advances by the employees. This Commission therefore recommends to levy penal interest at double the rate of normal interest in case the advances are misutilized or not utilized at all and at 1½ times the normal rates for non compliance with formalities.

### **VIII. Non interest bearing advances:**

**13.23.** Among the advances payable to the employees the following are the non interest bearing advances.

- A. Festival Advance.
- B. Special Festival Advance for purchase of APCO cloth etc;
- C. Education Advance.
- D. Advance of Pay
- E. Advance of T.A.
- F. Medical Advance.

#### **A. Festival Advance:**

**13.24.** At present, employees drawing pay in the scale of Rs.13660-38570 or below are eligible for the sanction of festival advance of Rs.3000/- and the Class IV employees are eligible for the same at Rs.2000/-. This is to be sanctioned once in a financial year and it shall be recovered in 10 equal monthly installments.

**13.25.** The employees associations have requested for the increase of the amount upto Rs.3000/- for Class-IV employees and upto Rs.5000/- to other than the Class-IV employees.

**13.26.** In view of the general increase in the cost of living the following amounts are recommended.

- i. For Class-IV employees -- Rs.5000/-**
- ii. For other than Class-IV employees  
drawing pay in the scale of pay  
of Rs. 26600-77030 or below -- Rs.7500/-**

**13.27.** The other conditions regarding the number of installments of recovery and sanctioning this advance once in a financial year have to be continued.

#### **B. Special Festival Advance for purchase of APCO cloth etc.:**

**13.28.** This is a temporary scheme being extended by the Government from year to year. As per the latest orders issued in G.O.Ms.No.175, Fin (A&L) Dept., Dt:15/05/2010, the following are the monetary limits.

- |    |                       |             |
|----|-----------------------|-------------|
| a. | Gazetted Officers     | Rs. 5,000/- |
| b. | Non-Gazetted Officers | Rs. 4,000/- |
| c. | Class IV Employees    | Rs. 3,000/- |

**13.29.** This is also payable once in a financial year and the amount is recoverable in 10 equal monthly installments.

**13.30.** The Commission, keeping in view the prevailing prices, recommends the following monetary limits.

- |    |                              |                    |
|----|------------------------------|--------------------|
| a. | <b>Gazetted Officers</b>     | <b>Rs. 7,500/-</b> |
| b. | <b>Non-Gazetted Officers</b> | <b>Rs. 6,000/-</b> |
| c. | <b>Class IV Employees</b>    | <b>Rs. 4,500/-</b> |

**13.31.** The other conditions for the sanction, disbursement and recovery may be continued to be followed.

#### **C. Education Advance. :**

**13.32.** At present the Non-Gazetted employees including class IV employees are eligible for the payment of this advance at Rs.5000/- once in an academic year to meet the expenses in connection with the education of the children of the employee. This is also recoverable in 10 equal monthly installments.

**13.33.** The associations have requested for the increase in the amount.

**13.34.** Keeping in view the expenses connected with the education of the children of the employees the commission recommends **to increase the amount of advance to Rs.7500/- once in an academic year to be recovered in ten equal monthly installments.**

#### **D. Advance of pay:**

**13.35.** As per existing rules when employees are transferred involving change of station, they are eligible for the sanction of advance of pay not exceeding one month's basic pay to be recovered in three equal monthly installments commencing from the salary of the employee from next month onwards.

#### **E. Advance of T.A:**

**13.36.** As per existing rules whenever any employee is transferred involving change of station or whenever any employee has to go on official tour, advance of T.A., not exceeding the amount of travelling allowance admissible, is payable to the employee. The entire amount of advance has to be adjusted in the T.A. bill of the employee, provided the T.A. bill is preferred within the time limit. If it is not preferred in time, the entire amount of advance is to be recovered from the salary of the employee. Similarly, employees who were permitted to avail leave travel concession as per rules, advance of T.A. not exceeding 80% of the amount admissible as per the rules, can be paid. This advance also has to be adjusted in the T.A. bill of the employee after completion of the Journey.

**F. Medical Advance:**

**13.37.** As per A.P. Integrated Medical Attendance Rules existing now, the employees are eligible for the sanction of Medical advance to meet the expenses of medical attendance and requirements of himself or any member of his family for which he is entitled for reimbursement. In G.O.Ms.No.74, HM & FW (K1) Dept., Dt:15-03-2005, the medical advance facility is extended to all the employees for the following diseases.

1. Acute Myocardial Infarction,
2. Acute Coronary Disease / Acute Renal Failure,
3. Severe Cases of Head and Spinal Injury / Road Accident,
4. In cases of Coma,
5. PTCA Stent,
6. Open Heart Surgery,
7. Pace Maker,
8. All organ transplants,
9. Plastic Surgery done for accident cases and burns and
10. Mitral Valve replacement.

**13.38.** The amount of advance shall be based on the package rates of NIMS, Hyderabad and SVIMS, Tirupati depending on the estimation given by them. This advance is adjustable from the claim relating to reimbursement of the medical expenses by the employee.

**13.39.** In respect of items D, E, & F referred to above the commission recommends to continue the facility in its present form.

## **CHAPTER XIV**

### **MEDICAL FACILITIES**

**14.01.** Government employees including pensioners are eligible for the medical facilities under the provisions of A.P. Integrated Medical Attendance Rules, 1972, as amended from time to time. The rules, among other things, prescribed the details of the family members of the Government Servants for whom reimbursement is available, list of drugs and medicines and other items for which reimbursement is not available. Government have issued various orders from time to time. In spite of this medical reimbursement scheme available to serving and retired employees there was considerable dissatisfaction with the manner in which it was being operated. The main problem faced by the beneficiaries related to the upfront payment at the hospital when a person undergoes treatment and the difficulties encountered by them in obtaining reimbursement from the Governmental agencies. Both Government Servants and Pensioners requested the Government for the introduction of a “cashless treatment scheme” wherein the hospitals recognized as referral hospitals provide treatment based on an identity card issued by the Government and the hospitals obtain payment directly from the Government without any involvement of the patient.

**14.02.** PRC 2010 after conducting a series of meetings with the employees both serving as well as retired, suggested to the Government to formulate a new scheme to provide health cover to all employees to provide cashless treatment to them in recognized hospitals through the Aarogyashri Health Care Trust. The Government accordingly approved the Employees Health Care Fund Scheme (EHF) and issued orders vide G.O.Ms.No.184, HM&FW(M2) Dept, dt.14.8.2012. Vide G.O.Ms.No.186, HM&FW(M2) Dept., dt.14.8.2012, the Government also issued operational guidelines for implementation of the Employees Health Care Fund Scheme to provide cashless treatment to all the Government Employees, Pensioners and their dependent family members.

**14.03.** The Employees/PensionersAssociations made representations seeking certain modifications to the scheme. The then Chief Secretary to Government convened a meeting with the representatives of the Employees / Pensioners Associations on 06-12-2012, and made certain recommendations. Thereafter the matter was placed before the 'Group of Ministers' for their consideration. The Group of Ministers after considering the recommendations of the then Chief Secretary to Government, recommended the implementation of 'Employees Health Scheme (EHS) and issue of Health Cards.

1.The Government has accordingly notified the 'Employees Health Scheme' vide G.O.Ms.No.174, HM&FW(M2) Dept., dt.01.11.2013 to provide cashless treatment to the employees and pensioners of the State Government and their dependent family members. The new scheme ipso facto replaces the existing medical reimbursement system under the APIMA Rules, 1972. Salient Features of the Scheme are as follows:

- i) Coverage:** In the first Phase the categories of beneficiaries covered under the scheme are all Serving employees viz., regular state government employees as well as Provincialised employees of local bodies; all retired employees viz. service pensioners, family pensioners and re-employed services pensioners.

Categories of employees excluded from the Scheme are those who are covered under other insurance schemes such as CGHS, ESIS, Railways, RTC., Aarogya Bhadratha of Police Department and Aarogya Sahayatha of Prohibition & Excise Department; Law officers (Advocate General, State Prosecutors, State Counsels, Government Pleaders and Public Prosecutors); Casual and Daily paid workers; Biological parents if adopted parents exist; All independent children; and AIS officers and AIS pensioners.

- ii) Benefits Covered:** The scheme provides for inpatient treatment for the listed therapies under all specialties in the empanelled hospitals and follow-up treatments of surgical and medical ailments. The patient requiring IP treatment in the empanelled hospital is entitled to receive cashless services. The scheme also provides for OP treatment for pre-defined long-term (chronic) diseases provided in notified hospitals.
- iii) Financial Coverage:** The employees, pensioners and their dependent family members are eligible for a sum of Rs.2.00 lakhs (Rupees two lakhs only) per episode of illness with no limit on the number of episodes as existing in the APIMA Rules, 1972. However, in cases where the cost of treatment exceeds Rs.2.00 lakhs, cashless treatment will continue. For such cases the Chief Executive Officer, Aarogyasri Health Care Trust has been made responsible to settle the Hospital claims which exceeding Rs.2.00 lakhs, following the standard claims settlement process after obtaining the approval of the Technical Committee constituted by the Government.
- iv) Financing:** The 60% of total amount under the scheme is to be borne by Government and 40% by the employee / pensioner contribution.. The monthly contribution is to be Rs.90/- (for Slab A consisting of employees with Pay Grades from I to IV, and Slab B consisting of employees with Pay Grades from V to XVII) and Rs.120/- (for Slab C consisting of employees with Pay Grades from XVIII to XXXII). On the representation of Employees' Associations the recovery of contribution from the salary/pension of employees/pensioners has been stopped until further orders vide G.O.Ms.No.68, dt.20.3.2014 of the Finance(TFR) Dept.,

**14.04.** The Government have also issued guidelines for issue of health cards to beneficiaries covered under the Employees Health Scheme vide G.O.Ms.No.175, Health & Medical(M2) Dept., dt.1.11.2013. While most of the

government employees and retired pensioners have been covered under the Employees Health Scheme, there are some categories which are excluded from the purview of the scheme, and these continue to be governed under the A.P.Integrated Medical Attendance Rules 1972, as amended from time to time.

**14.05.** Majority of the employees have expressed their satisfaction before the Commission on the initiative taken by the Government in implementing the Cashless Scheme by issuing health cards, thus fulfilling their long pending demand. Some issues flagged during discussions related to the scheme are as follows:

- a. Coverage of the Employees Health Scheme to be extended to Government aided institutions and University Staff, to Corporations and Local Body employees and to Work-charged Establishment of Engineering Departments
- b. Benefit of O.P.treatment be provided to employees covered by this scheme;
- c. Separate counters be set up in Government Hospitals for treatment of Government Employees; and
- d. Retired Pensioners be provided the facility of Master Health Check on par with serving employees.

**14.0.6.** Since the Employees Health Scheme(EHS) is in the initial stage of implementation and it will take some time for the operation of the scheme to stabilize, we are refraining from making any suggestion for its improvement.

## **2.Payment of Medical Allowance:**

**14.07.** All most all the associations of employees and pensioners have requested for an increase in the payment of medical allowance to meet the day to day medical expenses. The enhancement in quantum of allowance requested for differed from Rs.Rs.500/- p.m, to Rs.1000/-p.m from different associations.

**14.08.** It is possible for the employees in service, to go to the Government Hospitals/Dispensaries and have consultation/obtain medicines required for their ailments. But it is not possible for the Pensioners/Family Pensioners to have such a facility in view of their advanced age and difficulties in their mobility. As such the Pensioners/Family Pensioners deserve sympathetic consideration in the matter. The PRC 2010 therefore recommends payment of Medical Allowance of Rs.200/- p.m. to the Pensioners/Family Pensioners.

**14.09.** **Considering the increase in the cost of medical consultation, the Commission recommends an increase in the medical allowance to the pensioners/family pensioners from Rs.200/- to Rs.350/- per month. This may be disbursed along with their monthly pension.**



## **CHAPTER XV**

### **Work Charged Establishment**

**15.01.** According to Para 58 of the Andhra Pradesh Public Works Department code Work Charged Establishment is defined as follows:

*“ Works establishment will include such establishment as is employed upon the actual execution, as distinct from the general supervision, of a specific work or of sub-works of a specific project or upon the subordinate supervision of departmental labour, stores and machinery in connection with such a work or sub-works; when employees borne on the temporary establishment are employed on work of this nature their pay should, for the time being, be charged direct of the work.”*

**15.02.** Long back, Government had delegated powers to the Engineers to employ temporary staff to assist them in their routine duties and to keep a watch on the execution of work by the contractors. The establishment charges of such staff were charged to the works under petty supervision charges. Such employees are called Work Charged Employees. On completion of the work on one Project, they are supposed to be transferred to another ongoing project or to a new project depending upon the need. They are supposed to be temporary employees and the service rules that were applicable to the regular employees were not made applicable to them.

**15.03.** Orders were issued in G.O.Ms.No.407, Public Works Department dated 27.3.1972, provincializing the services of the Work Charged Establishment of all categories and branches of Public Works Department including Public Works (Projects Wing) Department employed in maintenance work, who had put in ten years of service. They were also extended the benefits such as Leave Travel Concession, Joining time, Travelling Allowance etc., admissible to similar grades of employees in Government. Thereafter, the Government standardized the categories and pay scales of the Work Charged Establishment vide G.O.Ms.No.107, Public Works Department, dated 7.2.1974.

**15.04.** The Government constituted a Committee vide G.O.Rt.No.577, General Administration Department, dated 6.2.1979 under the Chairmanship of Sri I.J. Naidu, IAS., the then Chief Secretary to Government to look into the demands of the Work Charged, NMR and Contingent employees. Government after examining the report of the said Committee and the demands of the Work Charged employees, issued the following orders in G.O.Ms.No.212, Irrigation and Power Department, dated 29.3.1979 read with Memo. No.1300/PAC-II/79-1 Irrigation and Power Department, dated 23.4.1979:

1. All work-charged employees who have completed 10 years of total service be made eligible to all benefits like leave, pension etc., on par with Government employees;

2. All work-charged employees with more than 5 years of service be made eligible for the benefits now extended to provincialised work charged establishment under G.O.Ms.No.407, PWD, dated 27-3-1972 and
3. NMR workers be absorbed in work-charged establishment as and when vacancies arise.

**15.05.** The Committee also recommended among other things that whatever concessions are admissible to temporary employees (Emergency employees) for absorption as regular employees may also be made applicable to work-charged employees for absorption into Government service. The Government accepted the recommendations of the Committee vide G.O.Ms.No.566, Irrigation and Power Department, dated 5-10-1979. A clarification was also issued specifying the benefits that are admissible to work-charged employees consequent on the issue of the above orders.

**15.06.** The Government issued orders in G.O.Ms.No.69, Irrigation and Power Department, dt.9-2-1981 that the work-charged employees who have completed 10 years of total service as on 29-3-1979 shall be eligible for regular or temporary appointment to Government posts (which constitutes direct recruitment) in the departments in which the work-charged personnel are working without the media of Employment Exchange, if they were originally appointed temporarily through the Employment Exchange, provided they satisfy the following conditions:

- (i) the technical and/or educational qualifications prescribed for the post by direct recruitment;
- (ii) the age qualification prescribed for direct recruitment (they are not allowed to deduct the service rendered under emergency provisions of rules for purposes of computing the age limit) and are selected by the competent authority/ Agency for appointment.

**15.07.** Subsequently Government vide G.O.Ms.No.130, Irrigation and Power Department, dt.18-3-1981 ordered that all Work Charged Employees who had completed 10 years of total service be regarded as Government Servants with effect from 20-3-1979 or such subsequent date as and when they complete 10 years of total service on their existing scale of pay and their present conditions of work. Consequent to this they are required to retire at the age of 58 years if they belong to superior service and 60 years if they belong to inferior service. Exercising of an option was also provided in the rules.

**Change of Nomenclature:**

**15.08.** Government in G.O.Ms.No.352, Irrigation and Power Department, dt.7-8-1981, consequent to issuance of orders in G.O.Ms.No.130, Irrigation and Power Department, dt.18-3-1981, ordered that the Work Charged Employees who became Government employees in pursuance of the orders issued in

G.O.Ms.No.130, Irrigation and Power Department, dt.18-3-1981 of Engineering departments of State Government shall be designated as follows:

1. On Maintenance side as "Maintenance Establishment"
2. On Project Side as "Project Establishment"
3. Other establishments as "Works Establishment".

**15.09.** The Work Charged Establishment was also extended Construction Allowance, HRA, loans, bus pass concessions, drivers special pay, Availment of public holidays to the Work Charged Employees who opted to become Government servants, including applicability of CCA and Conduct Rules, grant of advances, family planning increment, maternity leave for female Work Charged Employees, compassionate appointments on medical grounds, payment of obsequies charges to the family of deceased Work Charged Employees, Conveyance Allowance, Automatic Advancement Scheme etc.

**15.10. The various submissions made by the Work Charged employees and their Associations are briefly indicated below:-**

- a) Appoint qualified work charged personnel to provincial posts.
- b) Assign equal pay scales to the Work Charged Establishment on par with the provincial establishment, keeping in view of the qualifications prescribed and the nature of duties entrusted to that particular post.
- c) Change the nomenclature of the Work Charged Establishment as Engineering Subordinate Establishment
- d) Implementation of the new common category pay scales to applicants and to recommend the Govt. assigning the new common category pay scale of Rs.1010-1800(in R.P.S.1986) to all the qualified work charged employees including the category of Work Inspectors.
- e) Uniform pay scales to similar categories working in Irrigation, R&B and Panchayat Raj Department.
- f) The benefits like Special Pay, allowances are not altered to the disadvantage of the employee holding the respective posts.

**15.11.** The main grievance of the Work charged establishment is that the classification of work charged establishment as "maintenance establishment" "project establishment" and "works establishment" which was agreed to in 1981 has not been implemented till now. Further requested for change of nomenclature for Work Charged Establishment(Project Establishment/Maintenance Establishment/Works Establishment) as "Engineering subordinate establishment" or as any suitable term. Consequently the pressure on the existing employees is increasing as the retirement vacancies are not filled up. The temporary recruitment for which

the powers were earlier exercised by the Engineers has been withdrawn and ban on recruitments has further compounded the problem. As a result each one is having jurisdiction which should normally be covered by 3-4 employees. If on the other hand, regular employment had taken place after identifying the requirements of the staff under the above 3 categories the strain on the existing employees would be considerably reduced. They feel that they are under-paid while being made to take on additional load of work. This is a genuine grievance which has to be addressed by the administrative department. Though most of the projects including the Nagarjuna Sagar project are shown as projects under execution, they are virtually completed and have been in maintenance phase for long. There is no reason why the department should not identify the requirements in maintenance based on an objective criteria, adjust the existing staff wherever possible and follow the prescribed recruitment process for filling up of remaining vacancies. Hence, 9<sup>th</sup> PRC has categorically recommend that this exercise may be undertaken expeditiously. This Commission has also endorsed the above views.

**15.12.** The next issue raised is payment of salaries based on Court directions which held that those with ITI qualification should be paid scales based on the new common category pay scales of 1986. The above new common category was given up by 1993 Pay Commission itself. However, a number of people who went to the Court seem to have obtained favorable orders which have become final. This is also an issue which should be examined by the department as it is a purely administrative issue. The concept of new common categories was raised by the Anomalies Committee 2004 and orders were issued vide G.O.Ms.No.508, Finance (PC-I) Department, dated. 10.06.2004. Any action in this regard, required in pursuance of these orders may be taken up on priority basis. The 9<sup>th</sup> PRC however, did not recommend any pay scales for new common categories as the Government orders issued in 2004 do not seem to have been operationalised. This Commission is reiterating recommendations of PRC 2010 in this regard.

**15.13.** The Associations have also demanded that there should be uniform pay scales for similar categories working in the Irrigation, R&B and P. R. Department. The nature of the work in these departments varies though the posts may have the same nomenclature. The PRC 2010 observed that this is an exercise that requires to be undertaken by the Board of Chief Engineers and make their recommendations on common categories across various departments which can then be allowed the same scale of pay. It would be difficult for the Pay Commission to undertake this exercise given the constraints of time and non availability of expert inputs. The views of 9<sup>th</sup> PRC holds good in this regard.

**15.14.** Another request is for sanction of cadre strength and filling up of the posts in permanent establishment only. It is brought to notice of the Commission by Engineering-in-Chief, Irrigation & CAD Department that a comprehensive report was submitted to Government for sanction of permanent strengths of 19307 posts in various cadre for completed project (Dam maintenance, Watch & Ward establishment, Camp Colonies, Inspection

Bungalow's, Workshops maintenance) in Irrigation & CAD Department. The financial commitment was also indicated. However orders of the Government are still awaited. The Commission notices that this issue is purely administrative in nature and the Government has to examine and take action expeditiously.

**15.15.** Other requests with regard to the pay scales raised by different categories are discussed in Volume II of the Report. The general issues relating to pensions, Automatic Advancement Scheme, Medical Reimbursement, Special Pays, Risk Allowance, Leave Conveyance Allowance, Motor Cycle Allowance etc., are covered in separate chapters in this Volume.

## **CHAPTER XVI**

### **Full Time Contingent Employees**

**16.01.** Article 63 and 93 of A P Financial Code Volume-I stipulates the procedure of creation for temporary establishment. The Heads of Departments and others who are empowered to draw the contingent bills are authorized to employ unskilled workers at rates of remuneration laid down from time to time. Contingent employees are classified into two categories. The full time contingent employees are required to work for 8 (eight) hours a day while the Part time contingent employees, are required to work for 4 (four) hours or less per day.

**16.02.** The issue of regularizing the services of full time contingent employees has first been addressed by a Committee constituted under the Chairmanship of Sri I.J. Naidu, IAS (Retd.), former Chief Secretary. Based on the recommendations of the Committee, Government issued orders in G.O.Ms.No.38, Finance and Planning (FW-PRC-VI) Department, dated 1-2-1980. As per these orders, all Full Time Contingent Employees created under specific Government orders and who have been continued for a period of 10 years or more and are required to be retained on a permanent basis be converted into regular employees in the last grade services. The orders also explicitly prohibited further appointment of Full Time Contingent Employees in all the Departments of Government and Local Bodies.

**16.03.** Subsequently, Government issued orders in G.O.Ms.No.9, Finance and Planning (FW) Department, dated 8.1.1981 for conversion of full time contingent posts which have been in existence for a period of 5 years or more as on 1<sup>st</sup> April, 1981. This order has been followed by another order vide G.O.Ms.No.233, Finance Department, dated 19.8.1983, wherein it is ordered that all other full time contingent employees in Government, including those in Projects not covered by the earlier two orders, be paid a remuneration of Rs.290/- per month from the date of completion of 5 (five) years of contingent service as full time contingent employees. D.A, H.R.A and C.C.A were also admissible counted on this remuneration. This order has been modified by G.O.Ms.No.344, Finance Department, dated 13.11.1989 based on the agreement reached between the Government and the Joint Action Committee of the employees, increasing the remuneration to Rs.740/- per month in 1986 pay scales and permitting them to claim DA, HRA and CCA at rates applicable.

**16.04.** Subsequently as per G.O.Ms.No.184, Finance Department, dated. 28-6-1991, the full time contingent employees working in various projects who fulfilled certain conditions were converted into regular last grade Government employees in the last grade pay scale of Rs.740-1150.

**16.05.** Government issued orders in G.O.(P).No.259, Finance Department, dt.18-6-1993, for conversion of fulltime contingent employees into regular Government posts in the Last Grade Service in the scale of Rs.1375-

2375 who were already governed by the orders issued in G.O.Ms.No.233 and 344 subject to conditions laid down therein.

**16.06.** The full time contingent employees who could not be converted into last grade posts were drawing the minimum basic pay of Rs.740/- p.m. and D.A, H.R.A and C.C.A at the revised rates in the successive PRCs. Their pay was not revised to Rs.1375 in 1993 revision and to Rs.2550 in 1999 revision.

**16.07.** The full time contingent employees made a representation to the Pay Revision Commission, 1999 for enhancement of remuneration as applicable to the last grade employees. The Pay Revision Commission did not make any recommendations in respect of Full time Contingent Employees and recommended for continuation of status quo.

**16.08.** The Pay Revision Commission, 2005 obtained the information regarding the number of employees involved who were 7607 in number as on 1<sup>st</sup> January, 2000. As per the Director of Treasuries and Accounts, the total number of full time contingent employees is 4330 and there were 805 vacant posts as on 01-01-2004. The PRC, 2005 recommended a minimum remuneration of Rs.3850/-p.m. to full time contingent employees (minimum pay of last grade services) and also recommended that they may be paid H.R.A, D.A and C.C.A as applicable. Accordingly orders were issued in G.O(P).No.238, Finance (PC-III) Department, dated:23-9-2005.

**16.09.** The Government enacted Act-2 of 1994 for prohibition of irregular appointments in the offices and establishments under the State Government with effect from 25-11-1993. Based on the judgment of Supreme Court of India, the State Government formulated a scheme vide G.O.Ms.No.212, finance & planning (FW, PC- III) Dept., Dated. 22-04-1994 for regularization of services of NMR/ daily wages and on consolidated pay employees who completed 5 years of service as on 25-11-1993, subject to fulfillment of certain conditions stipulated therein.

**16.10.** Further, in response to several representations of Part Time Employees Association for regularization of services of part time employees the, Government have issued orders in G.O.Ms.No.112, Finance & Planning (FW, PC-III) Department, dated: 23-7-1997 for regularization of services of part time contingent employees who have completed 10 years of service as on 25-11-1993, subject to fulfillment of certain conditions stipulated therein.

**16.11.** The proposals regarding regularization of services of full time contingent employees and part time contingent employees is not within the purview of PRC and only Government can take a decision. At present, wages of the unskilled workers paid from contingencies in the Government offices as per G.O.Ms.No.370, Finance (P.C.III) Department, dated 30/12/2010 with effect from 30/12/2010, which are as follows:

- |  |     |                      |
|--|-----|----------------------|
| a. Casual Labourer/ Daily worker                           | --- | Rs.100/- per day.    |
| b. Full time contingent worker/<br>Consolidated pay worker | --- | Rs.2600/- per month. |
| c. Part time worker  | --- | Rs.1623/- per month. |

**16.12.** Government have been enhancing the remuneration for full time contingent employees and part time contingent employees from time to time.

**16.13.** The 9<sup>th</sup> Commission gathered information from the Director of Treasuries and Accounts Department and understand that 1433 full time contingent employees are presently drawing a minimum remuneration of Rs.3850/- p.m. along with admissible allowances i.e., D.A, H.R.A and C.C.A. The Commission recommended a remuneration of Rs.6700/-p.m., and HRA, DA and CCA to the full time contingent employees whose services were not regularized and already drawing a remuneration of Rs.3850/- p.m. on par with Last Grade Employee with admissible HRA, D.A and CCA as applicable. Accordingly orders were issued in G.O.Ms.No.171, Finance (P.C.III) Department, dated 13/05/2010.

**16.14.** Several representations have been received from various Associations/ Individuals for enhancement of remuneration of fulltime contingent employees/ part time contingent employees who are drawing a fixed remuneration of Rs.2600/-p.m. and Rs.1623/-p.m. Another request is also for regularization their services in the category of fulltime contingent employee or part time contingent employee as the case may be. Regarding enhancement of remuneration of fulltime employees/ Part time contingent employees, the Government has to take decision at their end. Regarding regularization of services of Full Time / Part time employees, the government has already formulated scheme with certain stipulations mentioned vide G.O.Ms.No. 212, Finance Department, dated. 22-04-1994 and G.O.Ms.No.112,dated .23.07.1997.

**16.15.** Another request is for sanction of increments to the full time contingent/daily wage/NMR/ consolidated pay and to Part Time Contingent employees. As regards sanction of increments, they cannot claim any increments without regularization of their services as per G.O.Ms.No. 212, Finance Department, dated. 22-04-1994 (full time contingent /daily wage/NMR/ consolidated pay) and G.O.Ms.No.112, dated: 23.07.1997 (part Time Contingent employees).

**16.16.** Another request is for allowing annual increments to those full time contingent employees who have completed more than 10 years of service and drawing a remuneration of Rs.6700/- p.m. along with admissible allowances. As regards sanction of increments, they cannot claim any increments without regularization of their services.

**16.17.** The Director of Treasuries and Accounts Department has informed that as at present there are 3524 full time contingent employees drawing a minimum remuneration of Rs.6700/- p.m. along with admissible allowances i.e., DA, HRA and CCA.

**16.18.** The Commission recommends a remuneration of Rs.13,000/- p.m., and HRA, DA and CCA to the full time contingent employees whose



services were not regularized and already drawing a remuneration of Rs.6700/- p.m. on par with Last Grade Employee with admissible HRA, D.A and CCA as applicable.

**16.19.** As regards regularization of services of Daily wage, NMR, Consolidated Pay/Full Time Contingent or Part Time Contingent employees who were appointed prior to 25.11.1993 and who have completed more than 20 years of service as on today, Commission recommends that the Government may take a lenient view for regularization of their services by removing the condition of 5/10 years of service on or before the cut off date i.e., 25.11.1993 as stipulated in G.O.Ms.No.212 and G.O.Ms.No.112 of Act 2/94 so as to enable to regularize their services, keeping in view of the long service rendered by them and also on humanitarian grounds.

#### **Home Guards:**

**16.20.** There are about 30,000 Home Guards now working with Police Department and ancillary departments and performing variety of jobs such as Electrician, Computer Operator, Driver, Cook, Plumber and Dhobi etc., in addition to assisting the Police Department in the management of Law and order, Traffic and Crimes. The Home Guards are appointed under the Home Guards Act 1948 as Volunteers in Home Guards Voluntary Organization after following a process of selection by the Superintendent of Police. These Home Guards are being paid daily allowance of Rs.300 with effect from 18.1.2014. They are paid for the days actually they worked. Many of them are on continuous duties for the last 20 years. However, they have no prospects either of promotion or of direct entry into the Government service excepting an age relaxation of 5 years to 10% of the posts of Constables directly recruited under open category. There is no social security provided to the Home Guards, as they are neither covered by the Government Rules nor they fall under the category of organized/un-organized workers. The Home Guards have requested the Pay Revision Commission to recommend to the Government, for a substantial increase in allowances to the level of minimum pay and also to open window for the seniors amongst them to get entry into the regular post of constable subject to fulfilling minimum prescribed qualifications.

**16.21.** The Commission is of the view that the present rate of allowance of Rs.300/- per day sanctioned to the Home Guards is barely sufficient to meet the minimum needs of an employee and recommends its suitable enhancement.

## CHAPTER-XVII

### Pensionary Benefits

**17.01.** One of the terms of reference of the Commission is it to examine the existing pension structure and to make recommendations on changes if any, which are desirable and feasible. A large number of associations of pensioners and serving employees have furnished their views on the existing pension structure and put forth several demands before the Commission for a change therein. Even some individuals have also approached this Commission making various suggestions. Important among the demands made are to adopt 20 years of service as qualifying for full pensionary benefits, to enhance the quantum of additional pension to the aged pensioners and extension of the benefit from the age of 65 years onwards, to take into account the amount of D.A. along with pay for the purpose of calculation of Retirement Gratuity and to increase the maximum ceiling of Retirement Gratuity ranging from 12 Lakhs to Rs.16 lakhs.

**17.02.** The State Government employees are at present governed by the A.P. Revised Pension Rules, 1980 and also the A.P. Civil Service (Commutation) Rules. The State Government is broadly following the Rules of Government of India in the matter of pension. However, keeping in view the existing rules and the requests made by the associations and individuals the following recommendations are made on each item.

#### **1. Consolidation of Pension/ Family Pension & Dearness Relief thereon**

**17.03.** The amount of pension / family pension is being consolidated from 1-7-92 onwards by adopting the same formula as applicable to refixing of the pay of employees in the Revised scales of pay as recommended by the PRCs. i.e., adding D.R. and fitment percentage on par with serving employees and arriving at the consolidated basic pension/consolidated basic Family Pension. The associations have requested for continuing the same practice of consolidation of pension by adding D.R. as on 1-7-2013 and fitment at rates varying rates from 51% to 69%.

**17.04.** Following the earlier practice, **the Commission recommends to consolidate the pension/ family pension from 1-7-2013 onwards applying the formula adopted for the refixation of pay in the case of revision of scale of pay of employees in service, i.e. by adding the amount of Dearness Relief as on 1-7-2013 admissible on the basic pension/ family pension and 29% of the basic pension/ family pension as fitment. The revised amount may be termed as Revised consolidated basic pension w.e.f.1-7-2013/Revised consolidated basic family pension w.e.f. 1-7-2013.**

**17.05.** **The commission further recommends to pay the Dearness Relief on such revised Consolidated Basic Pension / Revised consolidated**

**basic Family Pension w.e.f. 1-7-2013 at the same rates as are applicable to serving employees.**

## **2. Quantum of Pension**

**17.06.** At present the pension is calculated with reference to the length of qualifying service, subject to a maximum of 33 years, and basing on the average emoluments subject to the minimum pension of Rs.3,350/- p.m.

The associations requested the following:

- a) To allow full pension after 20 years of service instead of 33 years on par with Government of India employees.
- b) To maintain parity in pension between old retirees and those retired after 01-07-2013.
- c) The pension should not be less than 50% of the minimum of the revised scale of pay of the post from which the employee retired. Another request is for enhancing the pension ranging from 66% to 75% of last pay drawn.
- d) Additional quantum of pension at 10% of pension from the age of 65 years onwards.
- e) Fitment of 51% to 69% may be allowed.

**17.07.** The Government of India, as a result of the recommendations of 6<sup>th</sup> CPC, allowed full pension to its employees after completion of 20 years of continuous service and also issued orders granting additional quantum of pension for those attaining the age of 80 years onwards as shown below:

<b>Age of Pensioner/Family Pensioner</b>	<b>Additional quantum of pension</b>
From 80 years to less than 85 years	20% of revised basic pension/ Family Pension
From 85 years to less than 90 years	30% of revised basic pension/ Family Pension
From 90 years to less than 95 years	40% of revised basic pension/ Family Pension
From 95 years to less than 100 years	50% of revised basic pension/ Family Pension
100 years or more	100% of revised basic pension/ Family Pension

**17.08.** The main thrust of the recommendation of the 6<sup>th</sup> Central Pay Commission in allowing 50% of the last pay drawn as pension after completion of 20 years of service is that a Government Servant should have the option of a mid career change without losing the benefit of pension in case he had put in atleast 20 years of service in Government. This has to be also viewed in the context of their recommendation that certain positions in the Government should be thrown open to the market to encourage those who are inclined to join Government at fairly high level positions and in order that serving Government employees are not denied the benefit of applying for those posts it was recommended that they could apply for such positions and if selected they should resign from their existing positions and accept contract appointment. In the absence of a provision for pension for past service there would be hesitation for the serving employee to compete for those posts. The Associations in our state, on the other hand, have argued that there is need for a more liberal dispensation for pension as the entry age for Government Service

has been enhanced and very few people become eligible for full pension due to late entry into Government service.

**17.09.** The age relaxations are often offered by the Government to make up for delay in initiating the recruitment process. If the recruitment is held annually, as is the case with Government of India, the need for age relaxation ceases. The tendency to avoid direct recruitment due to economy instructions does not lead to real economy but results in postponement of recruitment process giving rise to bunching of recruitment with large batches competing for positions and the consequential cadre management problems. Since the posts at certain critical levels cannot be kept vacant the vacancies are often filled by promotion leading to litigation at a later stage on issues relating to seniority etc. The solution to the problem lies in regularly conducting the annual recruitment process.

**17.10.** **The Commission is of the view that the existing provision of full pension after 33 years of qualifying service is quite justified and need not be changed. However, to provide for higher pensionary benefit to employees recruited in the extended age group, the Commission has separately recommended while dealing with the issue of weightage that 8 years may be added to the Qualifying Service in the case of retirement on attaining the age of superannuation or on taking the voluntary retirement.**

### **3. Parity in pension between old and new retirees/Additional Quantum of Pension:**

**17.11.** A major demand of the Association is that there are wide disparities in the pension drawn by those who retired at different points of time though they occupied the same position and enjoyed the same status when they were in service and these should be equalized. This demand has been rejected by successive Pay Revision Commissions on the ground that it would amount to introduction of the concept of 'One rank one pension' and the cost of such revision was beyond the means of the Government.

**17.12.** On this issue, the PRC 2010 felt that instead of following the elaborate routine of refixing pension as was attempted after the 5<sup>th</sup> and 6<sup>th</sup> Central Pay Commissions, the pension of those who are above 75 years may be refixed in the following manner:

<b>Age of the pensioners</b>	<b>Additional quantum of pension</b>
From 75 years to less than 80 years	15% of basic pension
From 80 years to less than 85 years	20% of basic pension
From 85 years to less than 90 years	25% of basic pension
From 90 years to less than 95 years	30% of basic pension
From 95 years to less than 100 years	35% of basic pension
100 years or more	50% of basic pension

**17.13.** Similarly, the PRC 2010 recommended that the same percentages of additional quantum of pension may be allowed to the family pensioners also.

**17.14.** **Keeping in view the problems of pensioners who retired a long time ago, this Commission recommends the following enhanced rates of Additional quantum of pension.**

<b>Age of the pensioners</b>	<b>Additional quantum of pension</b>
<b>From 70 years to less than 75 years</b>	<b>15% of basic pension</b>
<b>From 75 years to less than 80 years</b>	<b>25% of basic pension</b>
<b>From 80 years to less than 85 years</b>	<b>35% of basic pension</b>
<b>From 85 years to less than 90 years</b>	<b>45% of basic pension</b>
<b>From 90 years to less than 95 years</b>	<b>55% of basic pension</b>
<b>From 95 years to less than 100 years</b>	<b>65% of basic pension</b>
<b>100 years or more</b>	<b>75% of basic pension</b>

**17.15.** This Commission also recommends that the additional quantum of pension / family pension may be worked out on the pension / family pension that would be consolidated with effect from the date of introduction of Revised scales after merging dearness relief and fitment suggested elsewhere in this report.

**17.16 .** In the case of Pensioners who have attained the age of more than 70 years by 1-7-2013, it is recommended that their basic pension may be consolidated in the first instance by merging D.R. as on 1-7-2013 and adding percentage of fitment, as recommended earlier, and then the additional quantum of pension has to be worked out on that consolidated pension.

**17.17.** The amount of Additional Quantum of pension has to be shown distinctly in the P.P.O. For example, in case where a pensioner is more than 70years of age and his/her revised consolidated basic pension / Revised Consolidated Basic Family Pension as stated in the above recommendation on "Consolidation of Service Pension/ Family Pension" is Rs.10,000/- p.m. the pension will be shown as (i) Basic Pension = Rs.10,000/- p.m. and (ii) Additional Pension = Rs.1500/-p.m. The pension on his / her attaining the age of 80 years will be shown as (i)Basic Pension = Rs.10,000/- p.m. and (ii) Additional Pension = Rs.2,000/- p.m.

**17.18.** The Additional Quantum of Pension / Family Pension, on attaining the age of 70 years and above, would be admissible from the 1<sup>st</sup> day of the month in which his/ her date of birth falls. For example if a pensioner / Family Pensioner completes age of 70 years in the month of August 2013, he will be entitled to Additional Pension/ Additional Family Pension WEF 1-8-2013. Those pensioners / Family Pensioners whose date of birth is 1<sup>st</sup> August will also be entitled to Additional Pension / Family Pension WEF 1-8-2013 on attaining the age of 70 years and above.

**17.19.** The Dearness Relief admissible from time to time shall be allowed on the total of basic pension and Additional Pension.

#### 4. Qualifying Service

17.20. The maximum qualifying service is restricted to 33 years as per the existing rules for the purpose of computation of pension.

The associations requested the following:

- (a) To take into account the entire service without restricting it to 33 years for purpose of arriving at the total qualifying service for calculation of pension.
- (b) To count the service in un-aided post also for arriving at the qualifying service.

17.21. As regards (a), the formula for determination of pension has been evolved after considerable thought and it was accepted in Government of India and in most State Governments that pension cannot exceed 50% of the basic pay. This Commission is not inclined to modify the formula already in existence.

17.22. At present the service put in by an employee in aided post only counts for purpose of pension. The salary for the period of service in unaided post is not being met from State funds which is one of the conditions for eligibility for pension. Therefore, it is not correct to count the service in unaided post also for arriving at the qualifying service. The Commission is, therefore, not inclined to recommend to count the service in unaided post for arriving at the qualifying service.

#### 5. Weightage

17.23. At present the addition to service is 5 years for retirement on superannuation and for voluntary retirement.

17.24. Several serving employees' associations requested to increase the qualifying service by adding 7-10 years in the case of persons retiring on superannuation and also in the case of persons retiring on voluntary retirement.

17.25. This Commission feels that there is a need for facilitating those who enter the Government service late in the extended age group and retire on superannuation to have the benefit of higher pensionary benefits and therefore, **recommends that weightage for those who retired on superannuation may be increased to 8 years including to those retiring Voluntarily. This benefit would be available to those who retire with effect from 01-07-2013 onward only.**

## **6. Anticipatory Pension**

**17.26.** As per rule 51 (A) of APRPRs 1980, anticipatory pension shall be drawn by the Head of Office concerned irrespective of the fact whether the pension papers have been sent to the Accountant General or not and disburse the same to the pensioner. The amount of anticipatory pension is  $4/10^{\text{th}}$ s of the last drawn pay provided the Govt. servant has put in 33 years of qualifying service by the time of retirement. If the Govt. servant has put in less than 33 years of qualifying service, the Anticipatory Pension shall be such proportion of  $4/10^{\text{th}}$  as 33 years bears to the qualifying service put in by the Govt. servant. As per the above rule, the anticipatory pension works out to 80% of the service pension if the qualifying service is 33 years.

**17.27.** Based on the recommendations of PRC 2010, orders were issued in G.O.Ms.No.186, Finance (Pension-I) Department, dated.24-05-2010, sanctioning 90% of pension payable. The Commission is of the view that the existing provision of Anticipatory Pension is adequate and it needs no further revision.

## **7. Provisional Pension**

**17.28.** According to rule 52 of APRPRs 1980 and Circular Memo No.979-B/5/A2/Pen-I/94, Finance Department dated: 02-02-1994, the amount of Provisional Pension should not be less than 75% of admissible pension.

The following requests were made by the associations.

- (a) To pay balance of 25% of the provisional pension in respect of those who died before finalization of enquiry.
- (b) Instead of provisional pension, full pension may be paid while with holding other retirement benefits.

**17.29.** If the pensioner died before the conclusion of disciplinary/judicial proceedings, any pecuniary loss caused to the Government can be recovered from the Retirement Gratuity – Vide sub rule (7) of rule 9 of the pension rules. As regards pension, however, in the case of death of the pensioner before conclusion of the proceedings it is not possible to establish whether the deceased pensioner was at fault or not, since the proceedings abate due to the death of the pensioner. However, since the pensioner died resulting in the abatement of the proceedings, benefit of doubt may be passed on to the pensioner in those cases. As such, the 2010 Commission recommended to pay the balance of 25% of the full pension to the family pension beneficiary or to the legal heir in cases where the pensioner died before the finalization of the enquiry and the further proceedings have abated. Accordingly, orders were issued in G.O.Ms.No.76, Finance (Pension-I) Department, dated. 02.05.2011.

**17.30.** As regards the other request, as per rule 9 of APRPRs, 1980 the pension can be withheld either fully or partly or for a specific period. If provisional pension is paid in full as requested by them, there would be no scope to invoke that rule in cases where it is found that the pensioner is guilty of the offence and that the competent authority comes to a conclusion to either withhold the pension fully or partly or for a specific period. **The Commission, therefore, is not in favor of paying full pension as provisional pension in cases where the departmental/judicial proceedings are pending against the pensioner. The existing provision of payment of Provisional pension at 75% of the pension may be continued.**

## **8. Quantum of Family Pension**

**17.31.** According to rule 50 of APRPRs, 1980 the Enhanced Family Pension is 50% of pay last drawn.

The following requests were made by the Associations.

- (a) The quantum of enhanced Family Pension may be increased from 50% to 66% i.e., 2/3 of last pay to meet the increasing financial liabilities due to high rates of inflation.
- (b) The enhanced family pension should be 70% and normal family pension should be 50%.
- (c) The enhanced family pension shall be allowed upto 10 years, instead of 7 years.

**17.32.** The service pension itself is subject to maximum of 50% of pay last drawn. If Family Pension is to be considered at 75% or 60% of pay last drawn, it would be more than service pension drawn by the employee and as such this request cannot be accepted.

**17.33.** According to the Government of India pension Rules, the normal Family Pension is 30% of the pay last drawn and the enhanced family pension is 50% of the pay last drawn. The Commission is of the view that the present dispensation is reasonable and recommend to continue the existing rates of normal/ enhanced family pension.

## **9. Period upto which enhanced family pension is payable**

**17.34.** As per rules, the Enhanced Family Pension at 50% of the pay last drawn is payable to the Family Pension beneficiary for a maximum period of either 7 years from the date following the date of death of employee/ Pensioner or till the employee / pensioner attains the age of 65 years had he been alive, whichever is earlier. The Commission is of the view that the existing scheme is adequate. **However, if a government servant dies while in service, the enhanced family pension shall be payable from the date of death for a period of 10 years without change in upper age limit.**



## **10. Family pension to whom payable**

As per the existing rules, the Family pension is payable to:

- (i) The spouse until her remarriage or death whichever is earlier.
- (ii) The son till he attains the age of 25 years or starts earning a sum of Rs.2440/- p.m. from all sources whichever is earlier.
- (iii) Unmarried daughter till she attains the age of 25 years, or her marriage or starts earning a sum of Rs.2440/- p.m. from all sources whichever is earlier.
- (iv) Mentally disabled/ physically crippled children for their life time.
- (v) Widowed/ divorced daughter until her remarriage or starts earning a sum of Rs.2440/- p.m. from all sources whichever is earlier.

The associations made the following requests.

- (a) To pay lifelong to the divorced, widowed and unmarried daughter.
- (b) Divorced daughter to be placed in first group.
- (c) To remove the condition that the disability should have manifested before the death of the Government employee in the case of family pension payable to the disabled children.
- (d) To pay enhanced family pension in the case of persons who disappear.
- (e) To pay family pension to the childless widow even after her remarriage.

**17.35.** As regards the request contained in item (a) above, as the Govt. has already issued orders there is no need to make any further recommendation in this regard.

**17.36. As Regards the amount of ceiling mentioned at (ii), (iii) & (v), the Commission recommends to enhance the ceiling from Rs.2440/- p.m. to Rs.6,500/- p.m.**

**17.37.** As regards the request contained in item (b) above it is observed that based on the recommendation of 6<sup>th</sup> CPC the Government of India issued orders dividing the eligible beneficiaries of family pension into two categories as shown below:

### **Category-I:**

- (i) Widow or widower, upto the date of death or remarriage whichever is earlier.
- (ii) Son / daughter (including widowed daughter) upto the date of his/ her marriage / remarriage or till the date he/ she starts earning or till the age of 25 years, whichever is the earliest.

**Category-II:**

- (iii) Unmarried/ widowed/ Divorced daughter, not covered by category-I above, upto the date of marriage/ remarriage or till the date she starts earning or upto the date of death whichever is earliest.
- (iv) Parents who were wholly dependent on the Government servant when he/ she was alive, provided the deceased employee has left behind neither a widow nor a child.

**17.38.** The categorization made by the Government of India in the pension rules relating to Government of India employees is **adopted in Andhra Pradesh also for the payment of family pension as per A.P.R.P.Rs 1980 also. Accordingly, orders were issued in G.O.Ms.No.353, Finance (PSC) Department, dated.04.12.2010. The Commission is of the view that no further modifications are required on item (b).**

**17.39.** As regards the request contained in item (c) above the retiring Govt. employee is expected to submit his pension papers 18 months before the date of retirement. While submitting them if there is any mentally disabled/ physically crippled children on that date he has to indicate the same in the pension papers and submit them. In cases where the eligible children become mentally disabled or physically crippled after retirement of the employee but before the death, the pensioner has to submit the same to the A.G.A.P., through the Pension Sanctioning Authority for incorporating the same in P.P.O. If the disability occurs after the death of the Govt. employee there is no possibility for including such children for the eligibility of payment of family pension. The Commission is of the view that adequate opportunities are already there in the present system and there is no need for further relaxation.

**17.40.** As regards the request contained in item (d) above it is noticed that the existing rules provide for the payment of family pension in the case of employees/ pensioners disappear (vide para 14 of Appendix-I to A.P.R.P.Rs 1980). Therefore the same provisions may be continued.

**17.41.** As regards the request contained in item (e) above it is noticed that basing on the recommendations of the 6<sup>th</sup> CPC the Govt. of India in their O.M.F.No.38/37/08-P&PW (A) Dt:2-9-2008 issued orders as follows.

*“The Childless widow of a deceased Govt. employee shall continue to be paid family pension even after her remarriage subject to the condition that the family pension shall cease once her independent income from all other sources becomes equal to or higher than the minimum prescribed family pension in the central Govt. The Family pensioner in such case would be required to give a declaration regarding her income from other sources to the pension disbursing authority every six months”.*

**17.42.** Orders have already been issued vide G.O.Ms.No.315, Finance (Pension-I) Department, 07.10.2010, for the payment of family pension to the childless widow even after her remarriage. The Commission is of the view that no further modification are required in the matter.

#### **11. Family Pension to the Widowed daughter**

**17.43.** Representations have been received for issuing authorisation for payment of family pension to the Widowed daughter who is dependent on the pensioner, provided the spouse predeceases the pensioner and sons/daughters become ineligible for payment of family pension.

**17.44.** The Government have issued orders in G.O.Ms.No.315, Finance (Pen.I) Department, dated 07.10.2010, stating that the existing pensioners in whose cases, their spouses are deceased and sons/daughters (including physically mentally disabled children) became ineligible for the payment of family pension, and if their widowed/divorced daughters, thus became eligible for the payment of family pension, have to submit proposal for the sanction and payment of family pension to the pension issuing authorities through the respective pension sanctioning authorities duly enclosing the documentary evidence in support of the divorce of the daughter and death certificate in support of death of the husband of daughter, provided they are wholly dependent on the pensioner.

**17.45.** When such proposals are being sent to the AG's office, the same are returned by the AG saying that family pension to a Widowed/Divorced daughter arises only after the demise of the pensioner as well as the family pensioner beneficiary and that the eligibility of the Widowed/Divorced and unmarried daughters can be examined on only after the pensioner dies as there is every possibility of a change of her status making her ineligible to receive the family pension such as remarriage/increase in her income, etc.

**17.46.** The Commission is of the view that in such cases the existing procedure for the sanction of Family Pension to widowed/divorced daughter under Category-II(i) needs to be changed to automatic authorization by the issuing authority subject to furnishing the certificates of (i) Status of divorced/widowed (ii) Income and (iii) Death of Service Pensioner. **For this purpose, the Commission recommends for a change in the procedure of sanction and payment of Family Pension to the widowed/divorced daughter under Category-II(i) by amending the procedure as laid down in G.O.Ms.No.353, Finance(PSC) dept., dt.4.12.2010.**

#### **12. Family Pension to Physically Challenged/Mentally Retarded Children**

**17.47.** The Accountant General has sought clarification with regard to the eligibility to Family Pension to the handicapped (Physically/ Mentally) after the marriage. Under the existing rules, the Family Pension is payable to

mentally disabled/physically crippled children for their life time. These rules also provides that if the son attains the age of 25 years and in case of daughter attains the age of 25 years or on her re-marriage, he/she will no longer will be eligible for payment of Family Pension and therefore, the issue for consideration is whether mentally disabled/physically crippled son/daughter who is otherwise eligible for Family Pension for life time will become ineligible by performing marriage, as under the general rule marriage becomes a bar to payment of Family Pension in the normal case of a son/daughter. In this connection reference is also invited to O.M.No.1/33/2013-P&PW(E), dt.16.1.2013 of the Government of India, Ministry of Personnel, P.G & Pensions, Department of Pension & Pensioners' Welfare, where in Government of India has allowed continuance of Family Pension to Mentally disable/physically crippled children who drew, or drawing or may draw Family Pension even after their marriage.

**17.48. The Commission therefore recommends that the mentally retarded/physically challenged children should be paid the Family Pension for their life time irrespective of their marriage since the concession is given as a welfare measure.**

### **13.Eligibility of Second Family Pension to Parent:**

**17.49.** The Finance Department has referred a case to this Commission with regard to admissibility of second Family Pension to a Family Pensioner on the death of unmarried daughter while working in the State Government. Under the present rules second Family Pension is admissible to sons and daughters of deceased government employee and it is for the first time that a claim is made for second Family Pension by the mother of a deceased un-married daughter.

**17.50.** In this connection, Government of India have issued clarification vide O.M.No.1/11/2011-P&PW(E), dt.30.11.2011 of the Government of India, Ministry of Personnel, PG and Pensions, Department of Pensions & Pensioners' Welfare that Family Pension admissible to a beneficiary in respect of employee/pensioner is not to be counted as income for the purpose of determination of eligibility for another family pension, which is admissible in connection with another deceased employee/pensioner. However, any other income/earning of the beneficiary under consideration will be counted towards income for deciding eligibility for family pension.

**17.51. In the light of the above clarification, the Commission is of the view that the Family Pensioner who happens to be the mother of the deceased un-married daughter should be allowed second Family Pension subject to total amount of both family pension not exceeding 50% of the maximum of the Master Scale.**

#### **14. Minimum Service pension/ Family Pension**

**17.52.** The existing minimum pension is Rs.3350/- which is 50% of the minimum of existing master scale i.e., Rs.6700/-.

The associations requested as follows.

- (a) It may be fixed at 50% of the minimum of the proposed master scale. Another request is for 70% of the minimum of the proposed master scale.
- (b) Majority of Associations have requested to fix the same ranging from Rs.6500/-p.m., Rs.7000/-p.m., Rs.7500/- p.m., Rs.10000/-p.m., and Rs.12000/-p.m.
- (c) Some Associations have requested for minimum pay of Rs.15000/- p.m., as minimum pension, keeping prevailing cost of living and spiraling prices.

**17.53.** This Commission is of the view that it is desirable to continue to fix the minimum pension/ family pension at 50% of the minimum of the proposed master scale. The proposed minimum of the Master scale is Rs.13000/-. **The Commission, therefore, recommends that the minimum pension/ family pension may be fixed at Rs.6500/- p.m.**

#### **15. Dearness Relief on Family Pension and D.A. on Pay**

**17.54.** At present Dearness Relief on service pension/ Family pension is paid at the same rates as applicable to the employees in service.

**17.55.** The pensioners associations have requested to allow dearness relief on service pension as well as family pension in the case of persons who are entitled for both the pensions and also to extend the benefit of drawl of D.A. and D.R. on family pension in cases where the spouses or any other family pension beneficiary is working as a Govt. employee in the same Govt.

**17.56.** **Dearness Relief is an integral part of Family Pension and sanction of Family Pension automatically entitles payment of Dearness Relief which is nothing but the inflationary component of family pension. The Commission therefore recommends that an employed Family Pensioner should be entitled for payment of Dearness Relief on Family Pension irrespective of the fact that he/she is getting Dearness Allowance on his/her pay. Government of India have also clarified this rule position vide their O.M.No.45/73/97-P&PW(E), dt.2.7.1999 of the Ministry of Personnel Public Grievances and Pensions, Department of Pensioners Welfare.**

**17.57.** **This provision, however, will not be applicable to such of Government employees who are appointed on compassionate grounds.**

## 16. Financial Assistance

**17.58.** At present Financial assistance is admissible to such of the survivors to whom neither service pension nor family pension is admissible i.e., teachers and Non-teaching Staff of Aided Educational Institutions and Ex-District Boards who retired or died while in service prior to 01-04-1961.

The following requests were made by the associations.

- (a) To extend the benefit of Family pension scheme of 1964 to those living spouses (to be paid either from 22-09-1977 or from the date following the date of the death of Financial Assistance grantee).
- (b) To raise it to the amount of minimum family pension and to pay dearness relief on it.
- (c) To provide for financial assistance varying from Rs.5000/- p.m. to Rs.15000/-p.m. or 75% of the minimum pay. Some associations have requested for minimum pay as the minimum Financial Assistance.

**17.59.** Financial assistance was sanctioned only to such of the persons who are not eligible for either service pension or family pension. Therefore, it is not correct to bring the financial assistance grantee on par with the family pensioner. The Commission, therefore, is not in favour of allowing family pension to the financial assistance grantees.

**17.60.** The other request is to increase the amount of financial assistance to the amount of minimum family pension and to pay dearness relief on Financial Assistance. The number of financial assistance grantees is negligible. They are also a vanishing category. **The Commission is of the view that the financial assistance should be increased to the level of minimum of service pension, enhanced family pension with no Dearness relief after 01-07-2013.**

## 17. Retirement Gratuity

**17.61.** As per the existing Rule 46 of APRPRs 1980, the formula for calculation of Retirement Gratuity is as follows:

- (a)  $1/4^{\text{th}}$  of the emoluments for every completed six monthly periods of Qualifying service., or
  - (b)  $16 \frac{1}{2}$  times of pay last drawn or
  - (c) Maximum of Rs. 8.00 lakhs.
- } Whichever is less

The following requests were made by the associations.

- (a) To enhance the limit of Retirement Gratuity from Rs.8.00 lakhs to Rs.16.00 lakhs.
- (b) To dispense with the choice of  $16 \frac{1}{2}$  times of monthly pay.
- (c) To revise it as 25 months' pay
- (d) To pay interest for delay in payment of Gratuity at 8.5% for delay upto 1 year and at 9.5% thereafter.

**17.62.** As per the existing rules DA will not form part of emoluments for calculating gratuity and interest is payable on the delay in the payment of Gratuity at 4.5% per annum for the period beyond 3 months and upto 1 year and at 5% P.A. beyond 1 year if the delay is on account of administrative lapse or for reasons beyond the control of the concerned employee.

**17.63.** The Commission finds no valid reason to change the existing formula for calculating the amount of Retirement Gratuity and the gratuity may be continued to be calculated at the rate of 1/4<sup>th</sup> of emoluments for every completed six monthly periods of qualifying service or 16½ times of the monthly emoluments whichever is less as per the existing rules only.

**17.64.** Basing on the recommendation of 5<sup>th</sup> Central Pay Commission, the Government of India issued orders to Count D.A. also for determining the amount of Retirement Gratuity. The same principle is being followed in respect of Government of India even after the scales of pay of the employees of Government of India were revised w.e.f.1.1.2006 basing on the recommendations of 6<sup>th</sup> Central Pay Commission. It is further ordered by the Government of India, to take into account the Grade pay also in addition to D.A. along with basic pay for purpose of calculation of Retirement Gratuity basing on the recommendation of 6<sup>th</sup> Central Pay Commission. As such the Commission feels that it is reasonable to allow D.A. also for arriving at the amount of Gratuity admissible. **The Commission, endorses the recommendation of PRC 2010 that the amount of D.A. admissible as on the date of retirement/ on the date of death of the employee while in service, may be treated as “emoluments” in addition to the basic pay for purpose of arriving at the amount of Retirement Gratuity admissible.**

**17.65.** **Keeping in view of the increase in the pay structure, the Commission recommends to enhance the maximum limit of Gratuity, from the existing Rs.8.00 lakhs to Rs.12.00 lakhs.**

**17.66.** The employee is obliged to submit the pension forms 18 months in advance to the date of retirement. If this is done it should be possible to get the amount of Retirement Gratuity immediately after the retirement of the employee. Further the existing rules provide for the payment of Anticipatory Gratuity also in cases where there are no Departmental / Judicial proceeding pending against the employee.

**17.67.** The PRC 2010 separately recommended delegation of powers of sanction of pension to the Heads of Offices which would expedite pension sanction benefit to almost all the employees. Based on the above recommendations, orders were issued in G.O.Ms.No.208, Finance (PSC) Department, dated:04.06.2010, wherein it was ordered that in the departments where there are the Regional/Zonal Offices, the concerned Regional/Zonal Officers are authorized to accord sanction for pension in respect of all the Gazetted Officers working under their control. The Head of the Department is authorized to accord sanction for pension cases in respect of Regional/Zonal Officers only. If in any department there are no Regional/Zonal Officers, but

only District level officers, the cases of pensions of such District Level Officers may be sanctioned by the Head of the Department.

**17.68.** The PRC 2010 also recommended that anticipatory pension should be paid on the basis of an affidavit by the employee about the length of the service and repayment of loans and interest. The same authority should be delegated with the power to sanction gratuity/ anticipatory gratuity on the basis of the same affidavit. This should ensure that the gratuity is sanctioned on the day of retirement. If there are delays the Head of the Office should be made fully accountable.

**17.69.** In view of the above, the commission sees no justification to increase the rate of interest for the delay in payment of Retirement Gratuity, as suggested by the associations.

## **18. Quantum of Commutation**

**17.70.** At present the maximum commutation permissible is 40% of the service pension. The associations have requested to recommend the enhancement of commutation of pension from 40% to 60% of the pension. The earlier PRCs did not agree to increase the percentage of the commutation of pension on the ground that the reduced monthly pension after commutation may not be sufficient to have a comfortable living for the pensioner.

**17.7.1.** At present the maximum commutation permissible is 40% even in the Govt. of India. **This Commission is also of view that the existing ceiling commutations of 40% is adequate.**

**17.72.** The Govt. of India revised the commutation table w.e.f. 2-9-2008 vide O.M.F.No.38/37/08-P&PW(A), dated:2-9-2008 of Dept. of Pensions and Pensioners Welfare Govt. of India. A copy of the revised commutation table is appended. The Commission recommends to adopt the same table in the case of State Govt. employees also.

## **18. Commutation Value for a pension of Re.1 per annum**

Age next birthday	Commutation value expressed as number of year's purchase	Age next birthday	Commutation value expressed as number of year's purchase	Age next birthday	Commutation value expressed as number of year's purchase
20	9.188	41	9.075	62	8.093
21	9.187	42	9.059	63	7.982
22	9.186	43	9.040	64	7.862
23	9.185	44	9.019	65	7.731
24	9.184	45	8.996	66	7.591
25	9.183	46	8.971	67	7.431
26	9.182	47	8.943	68	7.262
27	9.180	48	8.913	69	7.083
28	9.178	49	8.881	70	6.897
29	9.176	50	8.846	71	6.703
30	9.173	51	8.808	72	6.502



Age next birthday	Commutation value expressed as number of year's purchase	Age next birthday	Commutation value expressed as number of year's purchase	Age next birthday	Commutation value expressed as number of year's purchase
31	9.169	52	8.768	73	6.296
32	9.164	53	8.724	74	6.085
33	9.159	54	8.678	75	5.872
34	9.152	55	8.627	76	5.657
35	9.145	56	8.572	77	5.443
36	9.136	57	8.512	78	5.229
37	9.126	58	8.446	79	5.018
38	9.116	59	8.371	80	4.812
39	9.103	60	8.287	81	4.611
40	9.090	61	8.194		

*[Basis: LIC (94-96) Ultimate Tables and 8.00% interest]*

## 19. Restoration of commuted portion of the pension

**17.73.** As per the existing rules, restoration is permissible only after completion of 15 years from the date on which the reduced pension is being disbursed.

The following requests are made by the associations.

- a. To restore the commuted portion of pension after 12 years, on the ground that the entire amount with interest at 4.75% will be realised in about 12 years. Another request is for restoration of the commuted portion of pension after 10 years.
- b. To restore it by installments i.e., 1/3 after every 4 years.

**17.74.** PRC 1999 did not agree for reducing the period of restoration on the ground that the age of retirement in the State Government is 58 years but not 60 years as is being followed in other states like Kerala, Orissa, Punjab and Madhya Pradesh. The Commission also did not agree for restoration in three equated installments on the ground that the commuted value cannot be taken as fully adjusted in 5 or 10 years. PRC 2005 suggested to follow the principles which are followed by Government of India. In the case of pensioners of Govt. of India, the restoration is permissible only after 15 years. **Therefore, the Commission recommends to continue the existing time period of 15 years for the restoration of commuted pension and revise it as and when Government of India modifies the period for restoration.**

## 20. Voluntary Retirement

**17.75.** As per Rule 43 of A.P.R.P. Rs 1980, employees are permitted to seek voluntary retirement after a qualifying service of 20 years (excluding the period of E.O.L. availed on any ground other than for prosecuting higher studies).

**17.76.** Several associations have requested to reduce the period from 20 years to 15 years for purpose of voluntary retirement. They have also requested to pay 80 months basic pay to those who seek voluntary retirement

after 15 years of service but less than 20 years, in addition to other Pensionary Benefits as recommended by 6<sup>th</sup> CPC.

**17.77.** PRC 1999 observed that any further reduction in the period of service for voluntary retirement is likely to create difficulties in the retention of trained manpower besides casting upon Government the additional liability as was observed by the 5<sup>th</sup> Central Pay Commission in this regard.

**17.78.** Retirements, in general, cause vacancies and it takes a long time for Government to fill up the vacancies. The problem gets acute if the service specified for voluntary retirement is further reduced. Vacancies cause disruptions which is not conducive for efficient discharge of Government functions. **This Commission feels that the existing provisions are adequate and no change is required.**

## **21. Date of Retirement**

**17.79.** As per section 3 (1) of the A.P. Public Employment (Regulation of Age of Superannuation), Act 84 (Act No.23 of 1984 as amended in Act No.3 of 1985) every employee belonging to other than last grade service shall retire from service on the afternoon of the last date of the month in which he attains the age of 58 years. Similar is the provision in respect of the last grade employees whose age of superannuation is 60 years.

**17.80.** The employees' associations requested to make a recommendation to the effect that if the date of birth of any employee happens to be first of a month such employee may be allowed to retire on the last day of that month. Majority of the associations have requested for enhancement of age of superannuation from 58 to 60 years.

**17.81.** The attainment of the age of retirement is normally reckoned based on the date of birth. For purpose of convenience the end of the month is taken into account for purpose of retirement in Government. If the date of birth of any employee happens to be the first day of any calendar month he will be completing 58/60 years on the last day of the previous month. Since the month is taken as the basis for retirement it would amount to extending the service for one more month if the proposal is accepted. The State Government pattern is also in line with the practice followed in Government of India.

**17.82.** In view of the above, this Commission **recommends to continue the existing provision. The enhancement of age of superannuation with regard to the date of retirement does not come under the purview of the Commission.**

## **22. Processing of Pension Papers**

**17.83.** As per the existing procedure, the service book of every employee who completed 25 years of Qualifying Service has to be sent to the

A.G., A.P. for verification of service. The employee has to submit the pension forms 18 months in advance to the date of retirement. The Head of Office/ Head of the Department should process the papers and send them to the A.G., A.P. 6 months before the date of retirement.

The following requests were made by the associations:

- (a) To dispose of the disciplinary cases within a period of 6 months, otherwise pay Pensionary Benefits in full and punish the officers responsible for delay.
- (b) Not to withhold pension for want of no due certificate and on flimsy grounds.
- (c) The periods of leave/ suspension have to be regularized before retirement.
- (d) To send proposals by the head of the office in all cases.

**17.84.** Government are issuing instructions from time to time on the speedy settlement of pension cases. In G.O.Ms.No.365 Finance (Pen-I) Dept. dt: 11-11-2008, orders were issued constituting a committee of officers together with the representatives of the A.P. State Govt. Employees Association to examine and settle the problems of the pensioners.

**17.85.** There was some suggestion that the pension proposals may be ordered to be sent to A.G., A.P/State Audit by the Head of the Office in all cases. This has not been possible as the existing procedure stipulates that while forwarding the pension proposals to the A.G., A.P/State Audit the pension sanctioning authority has to sign the sanction order contained in part-II(B) of the revised pension forms ordered in G.O.Ms.No.263 Finance & Planning (FW. PSc) Dept. dt: 23-11-1998. Based on this sanction the A.G. A.P/State Audit will straight away issue the P.P.O./G.P.O., if the pension proposals are found to be in order.

**17.86.** Orders were issued by the Government in G.O.Ms.No.208, Finance (PSC) Department, dated:04.06.2010, delegating powers to concerned Regional/Zonal Officers to accord sanction for pension in respect of all the Gazetted Officers working under their control. The Head of the Department is authorized to accord sanction for pension cases in respect of Regional/Zonal Officers only. If in any department there are no Regional/Zonal Officers, but only District level officers, the cases of pensions of such District Level Officers may be sanctioned by the Head of the Department. This Commission feels that the existing instructions are adequate.

### **23. Interest on delay in payment of pension**

**17.87.** The associations have requested to pay interest on pension if it is not paid on the date of retirement.

**17.88.** At present, there is no provision in the pension rules for the payment of interest on pension. Even in the case of delay in payment of Gratuity interest is payable only in cases where it is clearly established that the payment of retirement gratuity was delayed on account of administrative lapse or for reasons beyond the control of the Govt. servant concerned - vide rule 46 [1-A] (iv) of A.P.R.P.Rs, 1980. To establish delay in the sanction of pension various aspects have to be considered. The Commission observed that periodical instructions are being issued by the Govt. for expeditious settlement of pension cases. Pension Adalat was also constituted to attend to the grievances of pensioners. Further, Govt. issued orders in G.O.Ms.No.365, Finance (Pension-I) Dept. dt:11-11-2008 constituting an officers committee to go into the problems of pensioners. If follow up action is taken at different levels there should not be any delays in the settlement of pension. The outcome of the recommendations of the Committee report is not made available.

**17.89.** Basing on the recommendations of PRC 2010 **instructions were issued to the pension sanctioning authorities to strictly adhere to the existing instructions in the matter of expeditious settlement of pension cases. Orders were issued in G.O.Ms.No.207, Finance (PSC) Department, dated.04.06.2010. This Commission feels that the existing orders are adequate.**

#### **24. Disbursement of Pension**

**17.90.** The Treasury officers in the districts and the Pension Payment officer in the Twin cities are the authorities competent to disburse the pensionery benefits basing on the authorization issued by the A.G. A.P. The pensioners have to submit Annual Verification Certificate during the months of November/ December every year to the Pension disbursing officers.

**17.91.** Some of the Associations have requested that the, Annual Verification Certificate to be obtained from the pensioner at their houses in cases where the pensioners are aged more than 75 years and are not able to move.

**17.92.** Orders were issued in G.O.Ms.No.205, Finance (PSC) Department, dated.04.06.2010 in the case of pensioners who are above the age of 75 years and those who are ill or invalid. This Commission feels that the existing instructions are adequate.

#### **25. Procedure for Claiming Family Pension after the demise of the spouse**

**17.93.** As per the existing provisions contained in A.P.R.P.Rs, 1980, Family pension is payable to the spouse until the death or remarriage which ever is earlier. Thereafter it is payable to the son until he attains the age of 25 years or starts earning his livelihood whichever is earlier. In the case of daughter, it is payable until her marriage, or attaining the age of 25 years or till she starts earning her livelihood. If the son/unmarried daughter are not

eligible then it is payable to the widowed/divorced daughter till their life or starts earning their livelihood or remarriage whichever is earlier.

**17.94.** In the application form for pension, the retiring employee has to furnish the list of family members, along with the descriptive rolls of the pensioner and the spouse or if there is no spouse, the other eligible family pension beneficiary. The pensioner does not furnish the descriptive rolls of all the other family pension beneficiaries. Basing on the information available in the list of family members & the descriptive rolls, the A.G., A.P./ DAOs of State Audit are indicating the name of the family pension beneficiary and the amount of family pension admissible in the event of death of the pensioner at the time of issue of authorization for the payment of service pension.

**17.95.** The payment of family pension arises only after the demise of the pensioner. Therefore, after the demise of the service pensioner, the pension disbursing officers can straightaway start paying family pension to the family pension beneficiary to whom authorization was already issued by the A.G., A.P. This is done immediately on receipt of simple application from the family pension beneficiary duly enclosing the death certificate of the pensioner. In cases, where such family pension beneficiary either predeceases the pensioner or in cases when he/she becomes ineligible for family pension either due to death or due to other conditions imposed in the rules, the family pension is payable to the remaining family pension beneficiaries if they are otherwise eligible as per rules. For this purpose, the authorization of A.G., A.P./DAO State Audit is necessary authorizing the payment of Family Pension to that beneficiary. As such, in cases where the Family Pension Beneficiary to whom authorization was already issued by the A.G, A.P./DAO of State Audit, either predeceases the pensioner or becomes ineligible for the Family Pension, the other eligible Family Pension Beneficiary has to submit an application form together with the descriptive rolls, in quadruplicate, and death certificate in case of death, to the A.G.,A.P./DAO of state Audit, through the Pension sanctioning authority, for issuing fresh authorization to the Pension Disbursing Officer. At present, this procedure is not incorporated in the procedure for processing pension papers contained in Annexure I to the A.P.R.P.Rs, 1980. The clarificatory instructions issued in Circular Memo No.743/147/PSC/2009, dt.29-05-2009 in the matter of payment of family pension do not cover this detailed procedures.

**17.96.** The 2010 Commission therefore, recommended that detailed instructions be given for the issue of fresh authorization to the Pension Disbursing Officer to pay Family Pension to the other eligible family pension beneficiary. This will be done in such cases where the Family Pension Beneficiary to whom authorization has already been issued by the A.G., A.P. / DAO of State Audit, either predeceases the pensioner or becomes ineligible for the Family Pension. This will be applicable only in cases where there are no other persons eligible to receive Family Pension as per rules. The other eligible Family Pension Beneficiary has to submit an application form together with the descriptive rolls, in quadruplicate, and death certificate in case of death of the Pensioner/ Family Pensioner, as the case may be, to the A.G., A.P./DAO of State

Audit, through the Pension Sanctioning Authority, for issuing fresh authorization. The 2010 Commission further recommended to get those instructions incorporated in Annexure I to AP Revised Pension Rules 1980.

**17.97. As the above instructions are not yet issued by the Government, this Commission recommends to issue instructions immediately.**

## **26. Communication of basic pension/Family Pension to the Pensioners**

**17.98.** Several Associations of Pensioners represented that the amount of basic pension (both service pension and Family Pension) is not being communicated to the pensioners as and when the basic pension is revised due to revision of pension basing on the recommendations of successive PRCs. It is noticed that while issuing orders for consolidation of Pension basing on the recommendations of the 1999 and 2005 PRC, Govt. issued specific instructions to the pension disbursing officers, to the effect that **“at the time of noting Revised Consolidated pension on the Pension Payment Order, the Pension Disbursing Officer shall simultaneously calculate and note the corresponding Revised Consolidated Normal Family Pension on the Pension Payment Orders. Similarly, in case where Enhanced Family Pension is being paid, the Normal Family Pension to be payable in future, would also be consolidated and noted on the Pension Payment Orders.”** The Treasury Officers and Pension Disbursing Officer were also requested to implement the orders of consolidation without any authorization from the A.G., A.P.(A&E) Hyderabad. Govt. had also directed the Treasury Officers and Pension payment Officer to communicate the amount of Revised Basic Pension / Family Pension to the pensioners/ Family Pensioners. In spite of those instructions, it was brought to the notice of the commission that the quantum of basic pension / Family pension is not being communicated to the pensioners. Thus the pensioners are unaware of the quantum of their basic pension from time to time.

**17.99.** The 2010 Commission recommended for the constitution of a committee at District level to oversee whether the information relating to the communication of the amount of basic pension, is being sent to the pensioners / Family pensioners as and when it is revised. The Committee may be headed by the District Treasury Officer and a few representatives of the Pensioners Association may be nominated as the members of the committee. So far as the Twin Cities are concerned, the Pension Payment Officer, Hyderabad may chair the committee with representatives of the pensioners as the members of the Committee. Similarly, at the state level also a committee may be constituted with the Secretary to Government in the Finance Department as Chairman and Director of Treasuries and Accounts as the Convener and a few representatives of the State Pensioners' Association as members of the committee. The State Level Committee may review the functioning of the District level Committees periodically at least once in a quarter. **As the above instructions are not yet issued by the Government, this Commission recommends to issue instructions immediately.**

## **27. New pension scheme from 1-9-2004**

**17.100.** The Government introduced new contributory pension scheme in respect of the employees who joined the service on or after 1-9-2004. This is based on the introduction of similar scheme by the Government of India in respect of its employees who joined the service on or after 1-1-2004.

**17.101.** Majority of the associations have requested for scrapping the contributory pension scheme applicable to the employees who joined the Govt. service on or after 1-9-2004 and revival of the old pension scheme.

**17.102.** The earlier PRCs have expressed its inability to make any comments since it is a policy matter of the Government. Even in Government of India, the employees who joined on or after 1-1-2004 are governed by the contributory pension scheme. Many State Governments have also adopted this scheme including those that do not follow Central pay scales. **The Commission reiterates the view of the earlier PRCs, as this issue does not come under the purview of this Commission.**

## **28. Issue of ID cards**

**17.103.** The pensioners associations requested for the issue of identity cards to enable them to secure the facilities if any extended by any organization and also to facilitate the easy identification of the pensioner by the pension disbursing authority.

**17.104.** The Government have issued orders in G.O.Ms.No.206, Finance (PSC) Department, dated.04.06.2010, directing all the pension disbursing authorities to issue laminated Identity Cards to all the existing pension/family pensioner.

**17.105. The Commission advises the Government to see that the instructions are followed scrupulously.**

## **29. General Issues**

The following items of requests are also received from the associations.

1. To pay H.R.A./C.C.A to the pensioners.
2. To pay festival advance of Rs.2000/- once in a year.
3. To arrange for supply of essential commodities for the pensioners at concessional rates through fair price shops.
4. To construct oldage homes to the pensioners.
5. To allow 40% concession in A.P.S.R.T.C. buses to the pensioners.
6. Pilgrimage allowance to all the pensioners/family pensioners atleast once in 5 years by granting one month pension.
7. Allotment of house sites on 50% subsidized rate.
8. Interest free loans for construction of own houses.
9. Marriage loans for celebration of son's/daughter's marriage.

**17.106.** The above requests were made to the earlier PRCs also. After examination, the earlier PRCs observed that these issues will not come under the purview of the Pay Revision Commissions.

**17.107.** This Commission felt that the above requests ultimately result in extending all the facilities the retired employees enjoyed while in service though they are not actually in service. Therefore the Commission, is not inclined to make any positive recommendation on the above requests.

### **30. Relief in the case of death of pensioners who are in receipt of service pension**

The pensioners associations have made the following requests.

1. To enhance the minimum amount from Rs.10,000/- to Rs.25000/-
2. To extend the relief in the case of death of the spouse of the pensioner also; and
3. To extend the relief in the case of death of family pensioners also.

**17.108.** Based on the recommendations of 9<sup>th</sup> Pay Revision Commission orders were issued allowing the raised the relief from Rs.5000/- to Rs.10000/- to the pensioners and the cases where the spouse of the pensioner pre deceases the pensioner vide G.O.Ms.No.102, Finance (Pension-I) Department, dated.06.04.2010. Based on the orders issued in G.O.Ms.No.136, Finance (Pension-I) Department, dated.29.06.2011, allowing the above benefit of death relief to the legal heirs of the family pensioner in case of demise of family pensioner.

**17.109.** In view of the general increase in the expenses the obsequies charges in the case of death of employees while in service was elsewhere recommended to be enhanced to Rs.20000/-. Accordingly in the case of the **death of the service pensioner also this Commission recommends that the minimum amount of Rs.10000/- be enhanced to Rs.20000/-.**

**17.110.** The Commission therefore recommends to extend the similar relief in cases where the spouse of the pensioner predeceases the pensioner. The above relief may be allowed to the legal heirs of the family pensioner in case of demise of the family pensioner.



## CHAPTER - XVIII.

### **Human Resources to Meet Contemporary Requirements of Governance**

#### **Introduction:**

**18.01.** Andhra Pradesh has witnessed a rapid movement forward in implementation of programs for the welfare of people and its economic development. New laws are enacted to confer rights and empower the common man to access public services, and to ensure transparency and cause greater accountability of public servants in day to day working. Information and Communication Technology is being widely deployed to monitor programmes and deliver public service. In order to effectively respond to these challenges steps need to be taken to simultaneously improve Human Resources and enhance the organizational efficiency of Government Departments. With this aim in mind, the Commission has deliberated on the subject with the employees and their Associations and also circulated a questionnaire.

**18.02.** The contemporary requirements of governance can be conceptualized from the felt needs of two different sets of people viz, **i)** a large section of rural population who are largely dependent on the agriculture economy and for whom access to schemes for welfare and economic development assumes prime importance and **ii)** the second set comprising of the growing urban centric population aspiring to move up in life, through education, employment and infrastructure development. In the following paragraphs we have suggested various HR measures to be taken to enhance the organizational efficiency of Government departments for improved service delivery, largely relevant for the first set of people.

#### **General Governance Issues:**

**18.03** The employees associations brought to our notice following HR issues faced by several departments requiring resolution for improved governance:

a. The staff strength in many Government offices had now become insufficient to cope with the increased work load and in some departments working strength was barely 50% of the cadre strength. This problem was compounded by the Government imposing a ban on direct recruitment since 1994. The A.P. Public Service Commission / District Selection Committees did not conduct recruitment tests regularly and consequently many vacancies have remained un-filled, resulting in excessive workload and low work efficiency. Important Departments providing services directly to public like Medical, Agriculture, Revenue, Labour, Civil Supplies etc., are said to be in dire need of staff support. In Technical Departments also, while over a period of time additional technical posts were sanctioned for the schemes, sanction of supporting staff had not been done and consequently work load on available ministerial staff had become unbearable.

**18.04.** For the Education Department where around 40% of the sanctioned posts of lecturers, Physical Directors and Librarians were vacant, all the Teachers' Associations urged the Government to fill up the posts through regular recruitment on priority and to settle the issues of filling up of the posts of Mandal Education Officers/ Deputy Educational Officers and of the vacant posts in the Aided institutions. The Associations all opposed the Policy of the Government of taking the services of teachers on contract or through outsourcing. The Associations appealed that only one test either TET or DSC was enough to select talented teachers and that a State wide separate recruitment agency could be established like IBPS in case of Bank recruitments to conduct every year the test prescribed for Teachers recruitment and the score secured in the test be made valid for one year for the purpose of recruitment.

**18.05.** In the Revenue Department same staff was sanctioned to all revenue mandals, irrespective of the population covered or its location in urban area and as a result there was a huge imbalance between the work load and the staff availability. To preserve the Record of Rights and other statutory documents, every mandal office required a Record Assistant. Multiplying court cases, obligation to provide information under the Right to Information Act, updating of election records and time bound supply of information under 'Mee Seva' were some of the areas where the mandal offices faced excessive pressure of work and require organisational support.

**18.06.** The Commission is of the view that the vacancies arising in Government offices need to be notified and recruitment conducted periodically, for effective and systematic functioning of offices. Hiring of personnel on Contract or through Outsourcing for regular posts was not desirable as it would have a deleterious effect on administration in the long run. Outsourcing of personnel for the performance of statutory functions had to be restricted and regular recruitment done for all such posts through APPSC / DSC's.

b. Lack of awareness and proper training in respect of new social legislations, policies and programmes was yet another major handicap suffered by most Departments. There has to be a continuous program of training, education and awareness for government employees at all levels including persons appointed on compassionate grounds, for the effective implementation of such laws, schemes and programs. For the purpose, every department need to earmark a part of its budget on establishment towards training. While several Departments had own training institutions like Police, Agriculture, Survey, Commercial Tax, Forest, Accounts, Rural Development etc., for the remaining Departments like Revenue, Education etc., gaps in training infrastructure could be identified by a Committee under the Director General, Dr. MCR HRD Institute and budgetary support provided for building it up.

c. Another important area of concern related to lack of requisite infrastructure and mobility support to executive officers in Group-I and II, who were responsible for the implementation of several priority programs of the Government. Many officers operating at the cutting edge of administration,

suffered from operational handicap in terms of office infrastructure, mobility and funds to pay for TA to adequately perform their duties.

**18.07.** To illustrate our point, we may mention the case of Labour Department. In that Department, Assistant Commissioner of Labour,(ACLO) (Group-I officer) and the Assistant Labour Officer (ALO) (Group-II officer) who are in-charge of labour welfare in the area of a revenue division and below, have no proper staff or mobility support to move in the area of its jurisdiction thereby constraining their performance. The Government for instance sanctioned 45 additional posts of ACL in 2012 to promote welfare of construction workers, but without any staff or vehicle support. It is estimated that by strengthening the ACL and ALO officers with the support of office, staff and mobility, annual revenue by way of cess on building construction in the State can be increased from the present level of around Rs.200 crores to up to Rs.500 crores annually; effectively enforce 26 important welfare legislations including laws for the welfare of women workers, Child Labour, Payment of Minimum Wages etc., and plough back to them as a welfare measure several hundreds of crores of fund now available with the Construction Workers Welfare Board under various programmes. Nearly 60% of rural population falls under the category of 'Unorganised Sector Workers' and is eligible to benefit from this Fund. Additional requirement of these officers is said to be very limited viz. One Data Entry Operator, Computer with Internet Connectivity, Mobility (hired vehicle), one attender, budget for rent, electricity, stationery and other office expenses, Cupboard for safe custody of Records, tables and chairs and a mobile phone. To put this equation arithmetically by providing additional funds to ACL /DCL as above there is a potential of generating several times more revenue and cause effective implementation of new social legislations meant for unorganised labour and benefit them with numerous welfare schemes. Similar situation exists in respect of many other schemes and many more Departments of the Government.

d. Expenditure on travelling allowance is subject to Treasury Control and the allocated budget for the TA generally gets exhausted in paying the bills of senior officers. Consequently, Lower level executive staff, who are actually responsible for service delivery at the field level, do not get Travelling Allowances in time and may be for years, obliging them to spend money from their own pocket to conform to the official time lines fixed for service delivery. This has led to a general demand from a large section of field level Staff that PRC should recommend to replace 'Travelling Allowance' by monthly payment of 'Fixed Travelling Allowance', to be paid alongside the salary. The system of payment of TA to the field Staff performing executive functions, needs to be overhauled and liberalized.

e. Service Rules in several Departments require a review. A number of employees particularly those working in smaller Departments, complained about improper fixation of their scales of pay and other allowances. The Services Department in GAD needs to proactively engage with all such Departments and provide guidance in undertaking a purposeful review. Pay

Revision Commission can only provide relief within the boundaries of the existing Service Rules.

f. Lack of career planning for the directly recruited officers in the category of Group I and II services was another area of concern, requiring immediate Government attention. One glaring service immediately requiring such attention was the category of 'Mandal Development Officer' recruited under Group I service by the APPSC. These officers play a most crucial role in rural development, but have practically no promotional avenues, and consequently there is a considerable amount of frustration and despondency in the Department, affecting the service delivery potential of the Department

**18.08.** Our interaction with Government employees and association during the course of deliberations/ meetings of the Commission, has led us to come to the following conclusion:

1. There is a vast reservoir of talent and energy in the Government system that remains untapped in tackling the governance issues.
2. Over a period of time, while higher level of offices have secured appropriate levels of infrastructure and budgetary support required to optimally work, the same thing cannot be said for the field level executive staff where the interface of Government with public actually takes place and ideally speaking, where the infrastructure and budgetary support ought to be strongest. This process has to be corrected. To begin with, all Departments should give priority in meeting the requirement of funds for office, staff and mobility of Group-I and II executive officers, who are the face of the Government in so far as common people are concerned and are directly responsible for delivering the services .
3. Lastly, coming to the core issue of governance namely the problem solving approach in public administration, we find that while the established office systems, rules and procedures and IT enabled initiatives like MEE SEVA, do take care of a normal situation, where a normal person will get his normal work done in a pre-defined fashion, by following a predefined procedure and by complying with predefined formalities; but for most people and more so in rural and interior areas where poverty, illiteracy and ignorance still abounds, there are no substitutes for manual/ physical interventions even for providing IT enabled services. Executive officers of the Government working in the field should ever be ready and go to such people and solve their problems on the spot. It is for these set of people that the issue of improving overall governance becomes important. These field level officers who deliver physically should be fully equipped to solve the problems of people in villages and to secure to them at the door step the benefits of welfare schemes and empower them under the newly enacted social legislations.

**18.09.** As seen from the above, there are several areas on HR side which need to be looked into by the Government at various levels and solutions found on a continuing basis. These issues can no longer be side stepped if public expectations from Government are to be fulfilled. Human resources are the heart of any organizational system and more so in Governance. In our assessment, it is possible to deliver to people the benefit of progressive legislations and welfare programs many times more and thus fulfill public expectations better. To move forward in this direction, we suggest that on the pattern of financial budget, each department should alongside prepare an annual **Human Resources Development Plan**.

2. The **HR Plan** should contain the details of vacancies in staff and officers and Recruitment Plan through APPSC / DSC or through Contract or Outsourcing; Training Plan for the officers / Staff at all levels; and Review of Service Rules and Career Planning to ensure prospects of at least two promotions in the career of a public servant.
3. Adequate budgetary provision should be made for support staff, mobility and Travelling Allowance for the Group-I & Group II executive officers at the field level.
4. For improved service delivery, the Departments should undertake on a continuing basis Back office process re-engineering for delegation of power and simplification of procedure for decision making on issues involving public interface;
5. All executive staff directly involved in service delivery programmes should be provided mobile phones with CUG connectivity to quicken the process of decision making, problem solving and to monitor progress.
6. Government may incentivize all executive Officers in Group-I & II services to buy Laptop/ Note Book Computers with internet connectivity and own vehicles on loan from Commercial Banks, by partly subsidizing the interest on such loans and provide adequate budget to pay Travelling Allowance to these field officers on priority. In many Departments such as Labour for instance improved mobility of field staff will result in additional resource mobilization for the Government (Labour Cess), apart from achieving the main aim viz. prompt delivery of welfare benefits to and legal empowerment of unorganized workers constituting 60% of the rural population.
7. There is a huge scope of leveraging the Information & Communication Technology (ICT) in improving the process of governance and enhancing the efficiency of Government employees. '**Mee Seva**', a 'Public Services Delivery program initiated by the Government in 2011 to provide smart, citizen centric, ethical, efficient and effective governance is the right step in this direction. The Commission recommends that all departments should continue to strive and bring increasing number of '**Government to Citizen**' (G2C) services under the umbrella of Mee Seva.

**18.10.** To facilitate this, back office processes involved in the delivery of G2C services should be periodically reviewed to simplify the procedures, delegate the authority and make available to field functionaries requisite organizational support. In Revenue Department, for instance, the powers of Tahsildar for issue of certain certificates like Nativity, Income, Birth & Death and Residence could be delegated to Deputy Tahsildars to quicken the disposal and utilise the saved time of Tahsildar for other important items of works. Equally important for smoothening the transition to the new processes is i) the involvement of employee' service associations in the change management; ii) orientation and training of field officers; and iii) provisioning of Notebook computer with internet facility and mobile phone to the key field level functionaries. Expenditure for this enablement could be partly met from the User Fee collected by the Mee Seva Service Providers.

**CHAPTER-XIX**  
**Financial Implications**

**19.01.** The net additional expenditure on account of implementation of our recommendations is **Rs.3599** Crores as indicated below:

Sl. No.	Particulars	(Rs. in crores)	
<b>A</b>	<b>Serving Employees</b>		
(i)	Pay as a result of 29% Fitment and Fixation benefit	4992	
(ii)	House Rent Allowance	799	
(iii)	Other Allowances including City Compensatory Allowance and Special Pay	649	
(iv)	Total - Pay and Allowances		6440
<b>B</b>	<b>Pensioners</b>		
(iv)	Pension	3410	
(v)	Medical Allowance to Pensioners	210	
(vi)	Total - Pension & Medical Allowance		3620
(vii)	<b>Total Expenditure (A+B)</b>		<b>10060</b>
(viii)	Less: Interim Relief (27%)		(-) 6461
(ix)	<b>Net Expenditure</b>		<b>3599</b>

**19.02.** The figures of actual for the year 2013-14 are taken as base as the new scales are evolved by merging the Dearness Allowance which existed as on 1.7.2013.