

**PROCEEDINGS OF THE COMMISSIONER
GREATER HYDERABAD MUNICIPAL CORPORATION**

**Present: Sri Lokesh Kumar D.S, IAS
Commissioner, GHMC**

Procd. No. 949 /F&A/GHMC/2021/237

Dt. 25.06-2021

Sub:- GHMC – F&A – Revision of Pay Scales 2020– Procedural Instructions for fixation of pay of employees in the Revised Pay Scales,2020 and Audit of Claims-Instructions – Issued-Regarding

Ref:- 1.G.O.Ms.No.51 Finance (HRM.IV) Department, Dated: 11.06.2021
2.G.O.Ms.No.52 Finance (HRM.IV) Department, Dated: 11.06.2021.
3.G.O.Ms.No.53, Finance (HRM.IV) Department Dated: 11.06.2021.
4.G.O.Ms.No.54, Finance (HRM.IV) Department Dated: 11.06.2021.
5.Cir.Memo.No.755-A/33/A1/HRM.IV/2021,Dated:17.06.2021.

ORDER:

Government issued orders vide reference above cited Revising the Pay Scales of the employees as recommended by the First Pay Revision Commission with the following modifications:

- (i) A fitment benefit of 30% would be given for fixing the pay in the Revised Pay Scales, 2020 as against the fitment benefit of 7.5% recommended by the First Pay Revision Commission.
- (ii) The Revised Pay Scales will be implemented notionally from 01.07.2018 with monetary benefit from 01.04.2020.
- (iii) The salary in the Revised Pay Scales, 2020 will be paid from the month of **June,2021, payable in July,2021** onwards.
- (iv) The arrears of salary in the Revised Pay Scales.2020 from 01.04.2020 to 31.03.2021, shall be paid at the time of superannuation of the Government employee,or to the legal heirs in case of demise of the employee.
- (v) The arrears pertaining to April & May 2021 will be paid during the current Financial Year.

The Telangana Revised Scales of Pay Rules,2020 containing the principles of fixation of pay in the Revised Pay Scales, 2020 are also notified in the Government Order first cited.

The Revised Master Scale shall be **Rs.19000-640-20920-660-22900-690-24970-720-27130-750-29380-830-31870-940-34690-1030-37780-1110-41110-1190-44680-1280-48520-1400-52720-1500-57220-1630-62110-1730-67300-1850-72850-1990-78820-2140-85240-2270-92050-2420-99310-2560-106990-2760-115270-2960-124150-3160-133630-3420-147310-3690-162070 (80).**

In the Government Order second cited, orders were issued regulating the rates of Dearness Allowance from 01.01.2019 and 01.07.2019 in the Revised Pay Scales, 2020 as per

the recommendations of the First Pay Revision Commission. In the Government Order third cited, orders were issued implementing the recommendations of the First Pay Revision Commission on House Rent Allowance. In the Government Order fourth cited, orders were issued revising the rates of City Compensatory Allowance as recommended by the First Pay Revision Commission.

Governments now issue the following instructions for the effective implementation of the above orders to:

- (a) Heads of Offices / Officers looking after establishment, for fixation of pay in the Revised Pay Scales, 2020 in accordance with the G.Os. First cited.
- (b) Drawing and Disbursing Officers, of preferring claims of arrears of salaries in the Revised Pay Scales, 2020 in accordance with the G.Os First to Fourth cited.
- (c) Examiner of Accounts, for audit of claims of fixation of pay in the Revised Pay Scales,2020 in accordance with the orders issued in the G.Os., cited.

(b) Instructions to the Heads of Offices/Officers looking after establishment:

- (i) The Head of the Office or the officer looking after establishment shall obtain option in the proforma appended to the G.O First cited, in quadruplicate, from the employees to whom the Telangana Revised Scales of Pay Rules,2020 apply.
- (ii) The employees shall submit his option to the Head of the Office / Officer looking after establishment. In case of Head of Office, the option shall be submitted to the immediate superior officer.
- (iii) The officers referred in para b (i) and (ii) above, shall on receipt of option form from the employee, shall prepare the pay fixation statement, in quadruplicate in the form appended **(Appendix-I)**.
- (iv) The officers concerned shall record the entries of fixation of pay in the Revised Pay Scales,2020 in the Service Registers of the employees concerned before preparation of claims. A copy of the pay fixation statement shall also be attached to the Service Register of the employee.

(c). Instructions to the Drawing and Disbursing Officers:

- (i) (a) The salary in the Revised Pay Scales,2020 will be paid from the month of June, 2021, payable in July,2021.
- (b) The arrears of salary in the Revised Pay Scales,2020 from 01.04.2020 to 31.03.2021, shall be paid at the time of superannuation of the Government employee, or to the legal heirs in case of demise of the employee.
- (c) The arrears pertaining to April & May,2021 will be paid during the current Financial Year.
- (d) In the event of death of any employee before the issue of these orders, the legal heirs shall be entitled to get the benefit of Revised Pay Scales, 2020 as stipulated in (a) and (b) above.
- (e) The claims on account of fixation of pay in the Revised Pay Scale, 2020 shall be