



Government of West Bengal  
Department of Higher Education  
University Branch  
Bikash Bhavan, 6<sup>th</sup> Floor, Bidhannagar, Kolkata – 700 091.

No. 232 (22) - Edn (U)/EH/1U - 59/19

Dated, Kolkata, the 28<sup>th</sup> February, 2020.

From: The Principal Secretary to the Govt. of West Bengal.

To: The Vice Chancellor, \_\_\_\_\_ University;

Sub: Revision of Pay Structure of the Officers (*other than Registrar, Controller of Examinations, Inspector of Colleges and Finance Officer*) of the State-aided Universities in West Bengal.

In partial modification of this Department's earlier G. O. bearing no. 173(22)-Edn(U) dated 14.02.2020, the undersigned is directed by order of the Governor to implement revision of pay for Officers of State-aided Universities.

1. Revised Pay for Officers of State-aided Universities (*other than Registrar, Controller of Examinations, Inspector of Colleges and Finance Officer*):

(i) Pay Fixation method

The revised pay structure for different categories of Officers is as follows:

- a) The revised pay structure has been moved from the concept of Pay Band and Grade Pay to that of Levels and Cells.
- b) The first level (corresponding to GP of Rs. 6000) is numbered as level 10. Similarly, the other levels are 11, 12, 13A, 14.
- c) Each cell in a level is at 3% higher than the previous cell in that level.
- d) The Pay Matrix based on the above propositions on Levels, Cells and Entry Pay is at **Annexure-I.**

- e) For fixation of pay of an employee as mentioned in para – 1 of this order in the Pay Matrix as on 1<sup>st</sup> January, 2016, the existing pay (Pay in Pay Band plus Grade Pay) in the pre-revised structure as on 31<sup>st</sup> December, 2015 shall be multiplied by a factor of 2.57. The figure so arrived at is to be located in the Level corresponding to employee's Pay Band and Grade Pay in the new Pay Matrix. If a Cell identical with the figure so arrived at, is available in the appropriate Level, then that Cell shall be the revised pay; otherwise the next higher cell in that Level shall be the revised pay of

the employee. If the figure arrived at in this manner is less than the first cell in that Level, then the pay shall be fixed at the first cell of that Level.

If a situation arises whenever more than two stages are bunched together, one additional increment equal to 3 percent may be given for every two stages bunched, and pay fixed in the subsequent cell in the pay matrix.

(ii) Revised pay for Officers in Universities:

Sl.	Existing Pay	Revised Pay
1.	Assistant Registrar, Accounts Officer, Audit Officer, Assistant Finance Officer, Internal Auditor, Audit & Finance Officer; Sports Officer/ Officer-in-Charge of Games & Sports; Estate & Trust Officer / Estate Officer/ Trust Officer; Superintendent, University Press; Publication Officer; Assistant Engineer; Assistant Medical Officer / Junior Medical Officer; System Administrator / Information Scientist / Programmer / System Analyst / Computer Programmer; Research Associate, Nazrul Centre for Social and Cultural Studies (NCSCS) of Kazi Nazrul University or, any Govt. sanctioned post of Officer of equivalent scale of pay (at Rs. 6000/- GP in PB Rs. 15,600-39,100/-)	Assistant Registrar, Accounts Officer, Audit Officer, Assistant Finance Officer, Internal Auditor, Audit & Finance Officer; Sports Officer/ Officer-in-Charge of Games & Sports; Estate & Trust Officer / Estate Officer/ Trust Officer; Superintendent, University Press; Publication Officer; Assistant Engineer; Assistant Medical Officer / Junior Medical Officer; System Administrator / Information Scientist / Programmer / System Analyst / Computer Programmer; Research Associate, Nazrul Centre for Social and Cultural Studies (NCSCS) of Kazi Nazrul University or, any Govt. sanctioned post of Officer of equivalent scale of pay (at Level 10 with rationalized entry pay of Rs.57,700/-)
2.	Assistant Registrar, Accounts Officer, Audit Officer, Assistant Finance Officer, Internal Auditor, Audit & Finance Officer; Sports Officer/ Officer-in-Charge of Games & Sports; Estate & Trust Officer / Estate Officer/ Trust Officer; Superintendent, University Press; Publication Officer; Assistant Engineer; Assistant Medical Officer / Junior Medical Officer; System Administrator / Information Scientist / Programmer / System Analyst / Computer Programmer or, any Govt. sanctioned post of Officer of equivalent scale of pay (at Rs. 7000/- GP in PB Rs. 15,600-39,100/-)	Assistant Registrar, Accounts Officer, Audit Officer, Assistant Finance Officer, Internal Auditor, Audit & Finance Officer; Sports Officer/ Officer-in-Charge of Games & Sports; Estate & Trust Officer / Estate Officer/ Trust Officer; Superintendent, University Press; Publication Officer; Assistant Engineer; Assistant Medical Officer / Junior Medical Officer; System Administrator / Information Scientist / Programmer / System Analyst / Computer or, any Govt. sanctioned post of Officer of equivalent scale of pay (at Level 11 with rationalized entry pay of Rs.68,900/-)
3.	Deputy Registrar, Deputy Controller of Examinations, Deputy Inspector of Colleges, Secretary, Council of Post	Deputy Registrar, Deputy Controller of Examinations, Deputy Inspector of Colleges, Secretary, Council of Post

	Graduate/ Undergraduate Studies/ College Council, University Engineer, Medical Officer, Officer of Placement And Training, Director of Youth Services/ Youth Welfare, Development & Planning Officer / Development Officer, Superintendent of Farms Curator /Director Of Museums, Curator, Audit & Accounts Officer/ Deputy Finance Officer/ Deputy Comptroller, Senior System Administrator /Senior System Analyst/ System-In-Charge or, any Govt. sanctioned post of Officer of equivalent scale of pay (at Rs. 8000/- GP in PB Rs.15,600-39,100/-)	Graduate/ Undergraduate Studies/ College Council, University Engineer, Medical Officer, Officer of Placement And Training, Director of Youth Services/ Youth Welfare, Development & Planning Officer / Development Officer, Superintendent of Farms Curator /Director Of Museums, Curator, Audit & Accounts Officer/ Deputy Finance Officer/ Deputy Comptroller, Senior System Administrator /Senior System Analyst/ System-In-Charge or, any Govt. sanctioned post of Officer of equivalent scale of pay (at Level 12 with rationalized entry pay of Rs.79,800/-)
4.	Deputy Registrar, Deputy Controller of Examinations, Deputy Inspector of Colleges, Secretary, Council of Post Graduate/ Undergraduate Studies/ College Council, University Engineer, Medical Officer, Officer of Placement and Training, Director of Youth Services/ Youth Welfare, Development & Planning Officer / Development Officer, Superintendent of Farms Curator /Director of Museums, Curator, Audit & Accounts Officer/ Deputy Finance Officer/ Deputy Comptroller, Senior System Administrator /Senior System Analyst/ System-in-Charge and Deputy Director in the rank of Associate Professor, Nazrul Centre For Social And Cultural Studies (NCSCS) of Kazi Nazrul University or, any Govt. sanctioned post of Officer of equivalent scale of pay (at Rs. 9,000/- GP in PB Rs. 37,400-67,000/- )	Deputy Registrar, Deputy Controller of Examinations, Deputy Inspector of Colleges, Secretary, Council of Post Graduate/ Undergraduate Studies/ College Council, University Engineer, Medical Officer, Officer of Placement And Training, Director of Youth Services/ Youth Welfare, Development & Planning Officer / Development Officer, Superintendent of Farms Curator /Director of Museums, Curator, Audit & Accounts Officer/ Deputy Finance Officer/ Deputy Comptroller, Senior System Administrator /Senior System Analyst/ System-In-Charge and Deputy Director in the rank of Associate Professor, Nazrul Centre For Social And Cultural Studies (NCSCS) of Kazi Nazrul University or, any Govt. sanctioned post of Officer of equivalent scale of pay (at Level 13A with rationalized entry pay of Rs. 1,31,400/-)
5.	Comptroller, Dean of Students Welfare, Director of Farms; Joint Registrar, Joint Finance Officer, Principal Development Officer, Principal Secretary of the Faculty Council; Director in the rank of Professor, Nazrul Centre For Social And Cultural Studies (NCSCS) of Kazi Nazrul University, Director, School of Mines & Metallurgy, Kazi Nazrul University; Director, Study Centre (01 Post), Director, Regional Centre (01	Comptroller, Dean of Students Welfare, Director of Farms; Joint Registrar, Joint Finance Officer, Principal Development Officer, Principal Secretary of the Faculty Council; Director in the rank of Professor, Nazrul Centre For Social And Cultural Studies (NCSCS) of Kazi Nazrul University, Director, School of Mines & Metallurgy, Kazi Nazrul University; Director, Study Centre (01 Post), Director, Regional Centre (01 Post), Director,

Post), Director, School Of Studies (03 Posts) Under Netaji Subhas Open University or, any Govt. sanctioned post of Officer of equivalent scale of pay (at Rs. 10000/- GP in PB Rs. 37,400-67,000/-)	School Of Studies (03 Posts) Under Netaji Subhas Open University or, any Govt. sanctioned post of Officer of equivalent scale of pay (at Level 14 with rationalized entry pay of Rs. 1,44,200/-)
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**2. Date of Implementation:**

The date of implementation of the above revised pay shall be 1<sup>st</sup> day of January, 2016 notionally and actually from 1<sup>st</sup> day of January, 2020.

**3. Increment:**

The annual increment is given in the Pay Matrix at 3%, with each cell being higher by 3% over the previous cell in the same level, rounded off to nearest 100. The annual increments would move up in the same level, moving from the existing cell in the level to the immediate next cell in the same level.

There shall be a uniform date of annual increment, as existing now and such date of annual increment shall be the 1<sup>st</sup> day of July of every year.

*Note- Employees mentioned in para - 1 of this Order completing 06 (six) months and above in the revised pay structure as on 1<sup>st</sup> day of July, shall be eligible to be granted increment.*

**4. Promotion:**

When an individual gets a promotion, his new pay on promotion would be fixed in the Pay Matrix as follows:

One increment shall be given in the Level from which the individual is promoted and he/she shall be placed at a Cell equal to the figure so arrived at in the applicable Level of the post to which promoted and if no such Cell is available in the applicable Level to which promoted, he/she shall be placed at the next higher Cell in that applicable Level. In this case, the employee may have option to get his pay fixed either from the date of promotion or from the date of next increment and the manner of pay fixation will be the same as detailed in Rule 11 of the WBS (ROPA) Rules, 2019 provided that in the case of CAS benefit, there will be no interim pay fixation benefit.

**5. Allowances:**

(a) *House Rent Allowance* - With effect from the 1<sup>st</sup> January, 2020, the house rent allowance admissible shall be 12% of his/her revised basic pay, subject to a maximum

of Rs. 12,000/- per month. The ceiling of house rent allowance drawn by husband and wife together shall also be raised to Rs. 12,000/- per month.

The term basic pay in the revised pay structure means the pay drawn in the prescribed Pay Level in the Pay Matrix and does not include any other type of pay.

The existing terms and conditions of drawl of house rent allowance by an individual living in his/her own house or in a rented house shall continue to apply.

When a Government accommodation being in a habitable condition in all respect with appropriate supply of water, power and toilet arrangements for individual families and such a Government accommodation is earmarked for holder of a particular post, the holder will not be entitled to house rent allowance for living elsewhere.

*(b) Medical Allowances:* The existing rate of Medical Allowance will be revised to Rs. 500/- per month w. e. f. 01.01.2020 in respect of an individual who is not covered under "West Bengal Health Scheme for the Beneficiaries of Grant-in-aid Colleges and Universities, 2017".

*(c) Hill Compensatory Allowance:* Hill Compensatory Allowance will be admissible @ 12% of revised basic pay subject to maximum of Rs. 2000/- per month with effect from 01.01.2020 to the employees covered in para – 1 of this order who are now in receipt of the same as per the existing Government Order.

*(d) Conveyance Allowance for differently-abled employees:* This will be admissible @ 5% of Revised Basic Pay subject to maximum of Rs. 800/- per month with effect from 01.01.2020.

*(e) Other Allowances:* All other allowances shall continue with the existing amount as drawn as on 31.12.2019 for the revised pay till such time the allowances are revised. Employees joining service after issue of this memorandum shall also draw the existing amount as on 31.12.2019.

6. **Gratuity:** The benefits of revised Gratuity as allowed to the State Government employees shall also be allowed to the individual falling under this Scheme.
7. **Payment of arrears:** No arrears of pay for the period from the 1<sup>st</sup> day of January, 2016 to the 31<sup>st</sup> day of December, 2019, shall be paid to the individual.
8. This order does not extend to the contractually engaged officers and any other categories of officers of the Universities which are not mentioned in **Table at no. 1. (ii)** of this Order.

9. Concerned University will make necessary amendments in the Statutes / Ordinances / Rules etc. where necessary for incorporating the provision of the Government Order therein.

Anomalies, if any, in the implementation of this order may be brought to the notice of the Department of Higher Education, Govt. of West Bengal for clarification/decision of the State Government.


This issues with the approval of the Finance Department, Govt. of West Bengal vide *U. O. No. Group P1/2019-2020/0396 dated 12.02.2020.*

By Order of the Governor,

*Sd/-*  
Principal Secretary  
Department of Higher Education

Copy forwarded for information and necessary action to:-

- 1) The Principal Accountant General (A&E), Treasury Buildings, Kolkata-700 001;
- 2) The Principal Accountant General (Audit), Treasury Buildings, Kolkata-700 001;
- 3) The Principal Accountant General (Receipt, Works & Local Bodies Audit), CGO Complex at Salt Lake, Kolkata- 700 091;
- 4) Finance Department, (Group-P) of this Government;
- 5) The Financial Advisor, Education, Bikash Bhavan, 8<sup>th</sup> Floor, Salt Lake, Kolkata – 700 091;
- 6) The Pay and Accounts Officer, Kolkata Pay & Accounts Office-I, 81/2/2, Phears Lane, Kolkata-700 012;
- 7) The Pay and Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata- 700 012;
- 8) The Pay and Accounts Officer, Kolkata Pay & Accounts Office-III, Subhanna, SGO Complex, 5<sup>th</sup> and 6<sup>th</sup> Floor, Plot no. 9, DF Block, Sector 1, Bidhannagar, 700064;
- 9) Director of Treasuries & Accounts, New India Assurance Buildings,4, Lyons Range, Kolkata-700 001;
- 10) The Treasury Officer,..... District;
- 11) The Registrar,..... University;
- 12) The Joint Secretary, West Bengal State Council of Higher Education;
- 13) The Audit Officer, Internal Audit Wing, Todi Mansion (9<sup>th</sup> Floor), P-15, India Exchange Place, Kolkata-700 073;
- 14) Animal Resources Development Department of this Government;
- 15) Agriculture Department of this Government;
- 16) The Special Secretary, Technical Branch of this Department;
- 17) The Special Secretary, Appointment Branch of this Department;
- 18) Budget Branch of this Department;
- 19) Sr. Personal Secretary to the Principal Secretary of this Department;
- 20) IT Cell (for uploading the Order in the Department Website Portal)

  
Special Secretary

ANNEXED TO ORDER NO. 232(22) - Edn (U)/EH/1U - 59/19 DATED 28.02.2020

ANNEXURE - I

Pay Band (Rs.)	15,600 - 39,100			37,400 - 67,000	
	6,000 10	7,000 11	8,000 12	9,000 13A	10,000 14
Grade Pay (Rs.)					
Level					
Rationalised Entry Pay (Rs.) I					
2	57,700	68,900	79,800	1,31,400	1,44,200
3	59,400	71,000	82,200	1,35,300	1,48,500
4	61,200	73,100	84,700	1,39,400	1,53,000
5	63,000	75,300	87,200	1,43,600	1,57,600
6	64,900	77,600	89,800	1,47,900	1,62,300
7	66,800	79,900	92,500	1,52,300	1,67,200
8	68,800	82,300	95,300	1,56,900	1,72,200
9	70,900	84,800	98,200	1,61,600	1,77,400
10	73,000	87,300	1,01,100	1,66,400	1,82,700
11	75,200	89,900	1,04,100	1,71,400	1,88,200
12	77,500	92,600	1,07,200	1,76,500	1,93,800
13	79,800	95,400	1,10,400	1,81,800	1,99,600
14	82,200	98,300	1,13,700	1,87,300	2,05,600
15	84,700	1,01,200	1,17,100	1,92,900	2,11,800
16	87,200	1,04,200	1,20,600	1,98,700	2,18,200
17	89,800	1,07,300	1,24,200	2,04,700	
	92,500	1,10,500	1,27,900	2,10,800	

*[Handwritten Signature]*



Pay Band (Rs.)	15,600-39,100			37,400-67,000
	95,300	1,13,800	1,31,700	
18			1,31,700	
19	98,200	1,17,200	1,35,700	2,17,100
20	1,01,100	1,20,700	1,39,800	
21	1,04,100	1,24,300	1,44,000	
22	1,07,200	1,28,000	1,48,300	
23	1,10,400	1,31,800	1,52,700	
24	1,13,700	1,35,800	1,57,300	
25	1,17,100	1,39,900	1,62,000	
26	1,20,600	1,44,100	1,66,900	
27	1,24,200	1,48,400	1,71,900	
28	1,27,900	1,52,900	1,77,100	
29	1,31,700	1,57,500	1,82,400	
30	1,35,700	1,62,200	1,87,900	
31	1,39,800	1,67,100	1,93,500	
32	1,44,000	1,72,100	1,99,300	
33	1,48,300	1,77,300	2,05,300	
34	1,52,700	1,82,600	2,11,500	
35	1,57,300	1,88,100		
36	1,62,000	1,93,700		
37	1,66,900	1,99,500		
38	1,71,900	2,05,500		
39	1,77,100			
40	1,82,400			

*Signature*